



My Trip to The Tobin Center

A HANDBOOK PROVIDED BY THE GENERATION NEXT TEAM TO HELP BETTER PREPARE YOU AND YOUR STUDENTS FOR SUCCESS ON YOUR NEXT FIELD TRIP TO THE TOBIN CENTER!



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The Day Before your Field Trip



The Days Before: When preparing for your trip to the Tobin Center, have a checklist of items that include your outfit, tickets, and time of arrival.

Consider ahead of time what you will wear to the Tobin Center. Wear clothing items that you would wear to the first day of school, a very nice party, or your Sunday best.

Plan your arrival to the Tobin Center to be early, it is important to show up to a performance at least 30 minutes before the performance start so that you have time to park, scan your ticket, and find your seat.

Finally: make sure to have your ticket ready! You want to have your ticket or tickets set out the night before in a place that is visible, unless a parent or teacher is in charge of your ticket. Keep your ticket in a secure place that you will remember. Having a checklist will allow you to have a successful trip and great experience at The Tobin Center.



The Day of The Performance

- ▶ The doors to The Tobin Center open one hour before the performance. Try to arrive at least 30 minutes before the show time.
- ▶ When the bus or car has dropped you off, walk up to the front glass doors of the Tobin Center for the Performing Arts. You will see the front glass doors and may see others waiting in line to enter. Stay in line and with your group until it is your time to go in.



Walking In

- ▶ Before you enter, you will see a security person who will check any bags. If you brought a bag with you, have your bag open and ready for the security person to look through. Our security wear black pants, a white-collar button shirt, and a black jacket with a purple tie.
- ▶ Once through the doors, have your ticket ready to be scanned by a Tobin Usher.



Scanning Your Ticket

- ▶ Once you have entered, you will see our Tobin ushers waiting to scan your ticket. Our ushers wear black pants, a white-collar button shirt, and a black vest with a Tobin Center nametag.
- ▶ If you do not have your tickets or if there is an issue with the scanning of a ticket, our box office team will be ready to assist you. Our box office window looks like this:



Waiting to be Seated

- ▶ The area inside the theatre doors is called a lobby. After an usher has scanned your ticket, you'll wait in the lobby for the rest of your group to be scanned through. We have a Feature Wall made up of many patterned blocks and it may be lit in special colors. You may see tables or displayed items set up by the production team. The lobby is designed to be a great place to wait before walking into the theatre.
- ▶ As you wait in the lobby, an usher will approach and offer to guide you and your group to your seats. Our ushers will have a clipboard with maps of the building and all the information about assigned seats for every group.



Things to Know

- ▶ While the performers are on stage, they can see and hear the audience. Just as you can see and hear what the performers do on the stage, they can also hear and see everything you do.
- ▶ If a performance is longer than an hour, a break called an “intermission” will happen about half way through the show. The theatre will go dark while the performers leave the stage and then the lights will brighten. Intermissions last 10 to 15 minutes. When an intermission is almost over, a chime will ring and ushers will remind the audience to return to their seats.
- ▶ Please do not talk during the performance. The performers must focus on their jobs and the audience wants to focus on the performance. In special circumstances, it can be okay to whisper to your neighbor. Sometimes the performers may even ASK you talk during the show!
- ▶ At the start of the performance, you will hear pre-show announcement that will remind you what you can and cannot do during the show, like taking photographs or making recordings.

The End of the Performance

- ▶ You will know when the performance has ended because all the performers come up to the front of the stage and bow in front of the audience members.
- ▶ When the performers bow, the tradition is to “applaud,” to clap your hands. Clapping happens calmly in your seat. A “standing ovation” happens when a performance is special, and the whole audience stands and claps for the artists.
- ▶ Once the performers have left the stage, an announcement will let the audience know that it is time to exit the theatre.



Leaving the Tobin Center

- ▶ Calmly exit the theatre with your group. Make sure to retrace your steps from where you previously entered in the Tobin Center!
- ▶ While you are exiting, others will be exiting, too. There will probably be lines of people. Ushers will be there to help.
- ▶ If you have any trash, please take it with you and put it in the lobby trash cans.
- ▶ Take all your personal belongings when leaving the theatre. Once you have reached the main lobby, walk out the glass doors follow your group to your bus.
- ▶ Keep in mind: all busses will stay parked until everyone is ready to leave.



See You Next Time!

We hope that this helps make your experience at
the Tobin Center a memorable one!
We are excited to see you at our next performance.

From all of us from Generation NEXT,
Thank you!

