

Added benefits

More benefits associated with this process, although they don't directly involve time management, are worth mentioning. They fall under the category of people management.

The skill and experience level of your cast and crew will range from complete novice to 30-year veteran. Individual notes allow you:

- A level of praise or criticism tailored to each person.
- Emotional distance from the events so a clear head can prevail.
- Privacy. E.g. If you've made it clear that all actors must know their lines and one actor doesn't, you can let him have it in no uncertain terms without public embarrassment.
- Effectiveness. Organize the notes from the start of the play to the end. Actors will keep the notes with them and review them before going onstage the next time. This immediacy sees a high percentage of improvement over remembering a note given the night before.
- High standards. Expect the best from everyone and challenge them to achieve it.

And on that note, I leave you to direct. Break a leg on opening night. Comments and contributions are always welcome.