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| Logo  Description automatically generated |  | EVENT OPERATIONS  Event Operations Activity #3 |

# A picture containing text Description automatically generatedgame/EVENT day SCRIPT

Another important responsibility for the event operations group includes the preparation of a script. The script is a document outlining every aspect of entertainment that takes place during the game or event and must be completed prior to the game or event's start.   
  
The script essentially manages the flow of entertainment throughout the event and should be shared with every person involved in the event production process, including everyone from the student band and cheerleaders to the PA announcer. Your game operations group should have an appointed “Director of Event Operations” who is responsible for making sure everyone is on the same page.  
  
To help understand this concept, review the sample script provided by your teacher. Once you have a feel for what a game or event script should look like, you will develop your own version to manage the flow of entertainment for your event.

**Part 1: Using the sample below, practice creating a script by filling in entertainment flow in the spaces provided.**

6:30 p.m. Doors Open

6:40 p.m.

6:45 p.m.

6:50 p.m.

6:52 p.m.

6:56 p.m.

6:57 p.m.

6:58 p.m.

7:00 p.m.

Timeout 1:

Timeout 2:

Quarter break 1:

Timeout 3:

Half Time:

Timeout 4:

Quarter break 2:

Post-Game:

**Part 2: Using the space below, develop a game/event script for your upcoming event.**

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