From the Archives..

Headset Etiquette

General Etiquette

- Keep chatter to a minimum – Speak only when necessary to avoid distractions.
- Identify yourself – When checking in, state your name and role (e.g., “Sound ready, this is Alex.”).
- Acknowledge cues – Respond with "Copy...." or "Thank you...." to confirm instructions.
- No unnecessary noise – Avoid tapping the mic, breathing into the headset, or making random sounds.
- Turn the mic off when not in use or raise the mic.
- Use clear and concise language – Speak slowly and precisely to prevent confusion.

Speaking on Coms

- Call cues properly – The stage manager should clearly state cues (e.g., “Standby Lights 3... Lights 3 GO”).
- No arguing on coms – Disagreements should be handled off-headset.
- Wait for a pause – If someone else is speaking, wait until they finish before talking.

Tech Crew Specifics

- Sound & Lights – Keep headset volume at a comfortable level to hear cues clearly.
- Stage Crew – Confirm scene shifts with a simple “Ready” and “Moving.”
- Follow the hierarchy – The stage manager leads communication; respect their responsibiliy.

Emergencies

- Use “Hold” for safety – If something dangerous happens, say “Hold! Stop everything.”
- Call for help if needed – If an issue arises, clearly explain the problem (e.g., “We have a stuck set piece, pausing transition.”).

A well-managed headset system keeps the show running smoothly and professionally. Always listen carefully, stay focused, and support your company.