

Jessitura



**EUROPEAN
CONFERENCE 2015**

**5 & 6 NOVEMBER
NOTTINGHAM**

INTRODUCING..... TESSITURA – EDUCATION EDITION

**WHAT YOU ALWAYS WANTED TO KNOW
BUT WERE AFRAID TO ASK!**

🎯 PRESENTERS

Alex Hensby : National Theatre

Emily Dawkes : Nottingham Lakeside Arts

Natasha Goodge : Royal Shakespeare Company

Ellen Groves : Wales Millennium Centre

Peggy Naumann : Royal Albert Hall

🎯 CONTENT PLANNERS

Caroline Pope: Theatre Royal and Royal Concert Hall

Alex Hensby : National Theatre

Introducing...Tessitura, Education Edition: What You Always Wanted To Know But Were Afraid To Ask

Alexandra Sayer Hensby
Administrator, NT Learning
ahensby@nationaltheatre.org.uk
nationaltheatre.org.uk/learning
@nationaltheatre

National Theatre Facts:

4 Auditoria

24 productions

987 performances

700,000 tickets issued – 90% capacity

The NT elsewhere:

710,000 tickets sold in the West End

720,000 tickets UK Touring

775,000 tickets International productions and touring

1.2m tickets NT Live

National Theatre Learning:

- NT Learning gives people of all ages the chance to discover the excitement of theatre-making through inspiring projects. These take place both at the National in our dedicated learning space, the Clore Learning Centre, and outside the building in schools and colleges.
- Department made up of 14 members of full-time staff and 3 part time staff.
- Programme is wide-reaching and covers schools, colleges, teachers, families, adults and young people. Events range from year-long projects within schools, practical courses and talks and seminars.

How we use Tessitura:

- Ticket sales for all of our ticketed events. These are mainly for our 16-21, adult and family programmes.
- Invoicing for workshops, projects and events
- Mailing lists for marketing. We send out three monthly newsletters for our adult, families and 16-21 programmes. We also send out regular correspondence to primary and secondary schools about our shows and projects.
- Statistical reporting
- Sales reports

Example of reporting through Tessitura

National Theatre

RNT Performance Sales Summary

Parameters: Start Date: 2015-10-26 End Date: 2016-10-26
 History Date: Learning 1415, Learning Seated Mode: (All)
 Season(s): (All)

Date: 26/10/2015 09:30 AM

Page: 1 of 5 asayer

Perf	Date	Sales		Unpaid		Comp	Seats			Total		Cap €	% #	% €
		#	€	#	€		Held	Avail	Cap	#	€			
TW1151203X	Thu 03 Dec 2015 09:15am	8	£2,960.00	4	£1,496.00	0	0	0	12	12	£4,396.00	£5,296.00	86.67	54.17
TW1160310X	Thu 10 Mar 2016 09:15am	0	£0.00	3	£1,144.00	0	0	0	12	3	£1,144.00	£5,296.00	0.00	0.00
<i>V: Influence and Rapport 1516Total</i>		2	£2,960.00	7	£2,640.00	0	0	0	24	15	£5,560.00	£10,592.00	52.57	27.98
TWP151111X	Wed 11 Nov 2015 09:15am	9	£3,296.00	0	£0.00	0	0	0	12	9	£3,296.00	£5,296.00	76.00	61.67
TWP151202X	Wed 02 Dec 2015 09:15am	2	£744.00	8	£3,036.00	0	0	2	12	10	£3,780.00	£5,296.00	76.00	54.17
TWP160309X	Wed 09 Mar 2016 09:15am	0	£0.00	1	£296.00	0	0	11	12	1	£296.00	£5,296.00	0.00	0.00
<i>TW: Personal Impact 1516Total</i>		3	£4,040.00	9	£3,332.00	0	0	14	24	20	£7,372.00	£10,592.00	70.04	26.28
LEA160122M	Fri 22 Jan 2016 10:00am	2	£450.00	1	£225.00	0	0	15	18	3	£675.00	£4,000.00	13.75	11.11
<i>CPD: Active ShakespeareTotal</i>		1	£450.00	1	£225.00	0	0	15	18	3	£675.00	£4,000.00	13.75	11.11
LEA151029M	Thu 29 Oct 2015 10:00am	0	£0.00	0	£0.00	0	18	0	18	0	£0.00	£4,000.00	0.00	0.00
<i>xploring The Curious IncidentTotal</i>		1	£0.00	0	£0.00	0	18	0	18	0	£0.00	£4,000.00	0.00	0.00
LEA151120M	Fri 20 Nov 2015 02:00pm	66	£1,195.00	3	£45.00	0	0	2	32	69	£1,150.00	£1,400.00	75.00	78.57
<i>Censorship in British TheatreTotal</i>		1	£1,195.00	3	£45.00	0	0	2	32	69	£1,150.00	£1,400.00	75.00	78.57
LEA160208M	Mon 08 Feb 2016 02:00pm	33	£525.00	7	£125.00	2	0	30	36	40	£650.00	£1,400.00	47.14	37.50
<i>IN CON: As You Like ItTotal</i>		1	£525.00	7	£125.00	2	0	30	36	40	£650.00	£1,400.00	47.14	37.50
LEA151105M	Thu 05 Nov 2015 10:30am	29	£1,125.00	0	£0.00	0	0	41	36	29	£1,125.00	£3,700.00	41.67	28.71
<i>In Depth: DH LawrenceTotal</i>		1	£1,125.00	0	£0.00	0	0	41	36	29	£1,125.00	£3,700.00	41.67	28.71
LEA160204M	Thu 04 Feb 2016 10:30am	0	£0.00	0	£0.00	0	0	30	36	0	£0.00	£3,700.00	0.00	0.00
<i>Archive Day: Greek TheatreTotal</i>		1	£0.00	0	£0.00	0	0	30	36	0	£0.00	£3,700.00	0.00	0.00
LEA160115X	Fri 15 Jan 2016 02:00pm	1	£20.00	0	£0.00	0	20	40	36	1	£20.00	£1,400.00	1.43	1.43
LEA160115M	Fri 15 Jan 2016 02:00pm	19	£360.00	0	£0.00	0	0	21	36	19	£360.00	£1,400.00	28.57	28.57
<i>In Context: The Virtual WorldTotal</i>		2	£380.00	0	£0.00	0	20	30	36	20	£380.00	£2,800.00	16.67	16.67
LEA151124M	Tue 24 Nov 2015 10:30am	30	£0.00	0	£0.00	30	0	20	30	30	£0.00	£3,700.00	0.00	0.00
<i>Archive Day: Verbatim TheatreTotal</i>		1	£0.00	0	£0.00	30	0	20	30	30	£0.00	£3,700.00	0.00	0.00

New Ticket Order Screen

Tessitura Tessitura v12.1.2 LIVE - [Order No: 16008747]

File GoTo Orders Tools Window Help

Order Details Product Catalog Seat Map QuickSale Order History

13277490 NT Learning DP: 01 Jan 2006 Allow Email: N On Account: £2,639.50 Batch No: 217501
 learning@nationaltheatre.org.uk Accessibility: Gift Aid Status: X
 28 Oct 2015 14:30 The Comedy of Errors

Owner: 13277490 Source: 1106 Solicitor: af Delivery: Collect tickets at Box Off Hold Until: 00/00/0000
 Order #: 16008747 Date: 29/09/2015 MOS: Box Office Managers Channel: Box Office Pmt Schedule: No
 Initiator: 3222045 Category: (none) Alt Address: No
 Notes: Info

Line Items	Sub Line Items	Fees	Contributions	Custom Data								
Pkg Code	Perf Code	Description	Performance Date	Price Type	Zone	Pur	Pur Amt	Ret	Ret Amt	Std	AU	Sp Req
*****	COM151103	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	*rmaxd*	70	560.00	0	0.00	70		

Purchase	Return	Fees	Contributions	Total Amount	Total Paid	Total Due
70 560.00	0 0.00	0.00	0.00	560.00	560.00	0.00

Add Delete Unseatable Prod Info Spec Req Best Seat Price Dtls Comp Rsn Hotlist Upgrade

Package Details Continuous Fee Calculation

Ready 11:55 27/10/2015

Tessitura Tessitura v12.1.2 LIVE - [Order No : 16008747]

File GoTo Orders Tools Window Help

Order Details Product Catalog Seat Map QuickSale Order History

13277490 NT Learning DP: 01 Jan 2006 Allow Email: N On Account: £2,639.50 Batch No: 217501
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Line Items	Sub Line Items	Fees	Contributions	Custom Data								
Pkg Code	Perf Code	Description	Performance Date	Price Type	Zone	Section	Row	Seat	Tkt Amt	Status	Recipient Id	Recipient Name
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	12	8.00	SPD	3100197	National Theatre Secondary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	13	8.00	SPD	3100197	National Theatre Secondary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	14	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	15	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	16	8.00	SPD	3100197	National Theatre Prep School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	17	8.00	SPD	3100197	National Theatre Secondary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	18	8.00	SPD	3100197	National Theatre Secondary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	19	8.00	SPD	3100197	National Theatre Secondary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	20	8.00	SPD	3100197	National Theatre Secondary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	21	8.00	SPD	3100197	National Theatre Secondary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	22	8.00	SPD	3100197	National Theatre Secondary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	23	8.00	SPD	3100197	National Theatre Secondary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	27	8.00	SPD	3100197	National Theatre Secondary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	28	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	29	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	30	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	31	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	32	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	33	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	A	34	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	B	14	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	B	15	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	B	16	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	B	17	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	B	18	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	B	19	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	B	20	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	B	21	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	B	22	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	B	23	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	B	24	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	B	25	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	B	26	8.00	SPD	3100197	National Theatre Primary School
*****	COM151103I	The Comedy of Errors	Tue, 03/11/2015 10:30 AM	UNDER18	Full View	Stage	B	27	8.00	SPD	3100197	National Theatre Primary School

Show All Recipients

Package Details Continuous Fee Calculation

Ready

National Theatre Prep 11:56 27/10/2015

Education Custom Screen

Tessitura Tessitura v12.1.2 LIVE - [Constituents - Mulberry School for Girls]

1000 National Theatre School DP: 08 Jul 2013 Allow Email: N On Account: £0.00 Batch No: 0
 LRN, NV 020 7790 6327 Accessibility: Gift Aid Status: X
 05 Nov 2015 19:30 As You Like It

Mulberry School for G...

General	Names	Contact Details	Plans	Relationships	Research	Attributes
History	Connections	Contributions	Transactions	Ticket History	Orders	Custom

Data Protection
 Incomplete Wel
 US Gifts
 Connections
 Education Scre
 Corporate Benk
 Refresh

1 of 1 100% Find | Next

Phase of Education	Secondary	40643
Type of Establishment	Maintained Secondary	
Pupils	1414	
Gender	Mixed	
FSM	55	
Head	Rufus Norris	
Main Specialism	Arts (Operational)	
SEN1		
Local Authority	Lambeth	
Web Address		
Statutory Low	11	
Statutory High		

Ready 11:30 27/10/2015

**National
Theatre**

Thank you

**Upper Ground,
London
SE1 9PX**



Introduction to Tessitura

Emily Dawkes
Learning & Access Administrator, Nottingham Lakeside Arts

emily.dawkes@nottingham.ac.uk
www.lakesidearts.org.uk

Nottingham Lakeside Arts

The University of Nottingham's unique public arts facility based in the family-friendly surroundings of Highfields Park.

Welcoming more than 200,000 people of all ages to a vibrant programme of performances, exhibitions, workshops and talks each year.

Since adding the Civic Trust Award Winning D.H. Lawrence Pavilion to our existing portfolio of the Djanogly Art Gallery and Djanogly Recital Hall in autumn 2001, Lakeside has rapidly established itself as a hugely successful new multi-arts centre in the East Midlands.

We offer easy access to a year-round programme of high quality, diverse exhibitions, music, theatre, dance, comedy and literature performances, as well as the chance to participate in out-of-school workshop activities for children and young people.

Our buzzing programme is complemented by two attractive Cafés and beautiful parkland, making a visit to Lakeside an enjoyable event for the entire family.



Facts about Lakeside:

- The Djanogly Recital Hall was recognised as one of the UK's Top Ten venues in Classical Music Magazine July 2012
- The Museum of Archaeology has twice won Museum of the Year in the Nottinghamshire Heritage Awards
- Wheee! International Children's Theatre and Dance Festival has attracted more than 100,000 children and families since it began in 2005
- Following a gallery expansion in 2011, the Djanogly Art Gallery's LOWRY exhibition attracted 46,800 visitors
- Lakeside's education programme engaged more than 30,000 children, young people and students in participatory experiences in the last 12 months



MCA
Accredited
Museum



LOTTERY FUNDED
ARTS COUNCIL
ENGLAND



Learning at Lakeside

We offer opportunities to acquire new skills or just have fun in a creative setting. We welcome all to take part and learn.

During the academic year 2014/15 the department has delivered 1,243 workshops/participation events with 34,413 people taking part.



Lakeside and Tessitura

Lakeside is member of Ticketing Network East Midlands (TNEM), a consortium with 3 other venues from Nottingham; Theatre Royal & Royal Concert Hall, Nottingham Playhouse and Dance4.

Ticketing Network East Midlands (TNEM) manages its ticketing & customer relationship management system from Tessitura Networks. They are responsible for the technical and administrative support of the system.



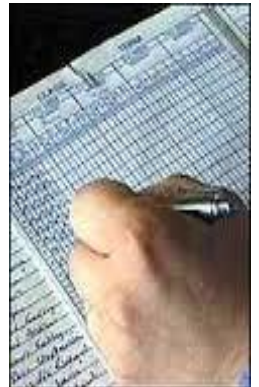
Since 2011: ST

Through Box Office

- Tessitura has mainly been used as a tool for selling tickets.
- Mailing lists have been centralised
- CSI's are being used to inform learning team of issues and requirements

Through the Learning Team

- School workshops are still booked through learning team
 - Outlook (for room availability), Email correspondence (for artist availability)
- Footfall's being recorded on Tessitura post events
- Registers still being used



The Future

All workshops/events (paid for or free) to be recorded in Tessitura – preferably pre the workshop/event but post if necessary

Tessitura to be accessible to all

Confidential data to be recorded – young people to be affiliated with parents, all medical records and photography consent and to be included

Registers

Use T-stats and Dash boards; to track sales of workshops and events



Learning

Introduction to Tessitura

Emily Dawkes

Learning & Access Administrator, Nottingham Lakeside Arts

emily.dawkes@nottingham.ac.uk

www.lakesidearts.org.uk

Education on Tessitura at the RSC

Natasha Goodge

Marketing Manager (Education)

Royal Shakespeare Company



About RSC Education

Our work reached over 500,00 young people in formal education last year

- Schools' performance tickets
- Events and workshops for students
- Teacher Professional Development
- Schools' Broadcasts
- Long term partnerships with schools and venues across England

We use Tessitura for ticketing, recording additional information and reporting

Ticketing Education Work on Tessitura

We offer a wide range of work that needs to be recorded on Tessitura, both paid for and free

- **Performances**
- **Events and workshops for students**
- **Teacher masterclasses in Stratford-upon-Avon**
- **Bespoke teacher professional development**
 - In our venues
 - In schools

Recording participation, relationships and statistics

We use affiliations and attributes to record non-ticketed participation and other information

- **Linking schools and teachers**
 - Relationships recorded using affiliations
- **Project engagement and participation**
 - Schools broadcast registration system
 - Using attributes
- **Additional information from external sources**
 - Importing data and recording it using attributes

Reporting on our reach

As well as sales, we also need to report on the demographics of the schools, teachers and young people who take part in our work

- We use imported government data to report on against key statistics for the schools we work with
- We are developing a bespoke Education Report which will make this process much easier

Thank you.





CANOLFAN
MILENIWM
CYMRU
WALES
MILLENNIUM
CENTRE®

Introducing... Tessitura

Ellen Groves
Arts & Creative Officer

Wales Millennium Centre

Wales' No 1
most visited
cultural visitor
attraction

Open
364
days

One of the
UK's Top 10
cultural attractions
(outside London)

Royal &
VVIP Visits
80 international
delegations a year

Staffed
24/7

7¼ acre site
at the heart of
2000 acre
Bay redevelopment

Education @theCentre



**Have you ever
wanted to set up
workshops in
Tessitura?**

On Sale Form

Production Text Fields	Pre Heading		Language English
	Production Title	Pre School Music	
	Sub Heading	Pre School Music Workshop	
	Additional Credit		
Production Type	Shows & Tours		
On Sale Dates	Promise Gold / Platinum		Promise
	Public/Web		Other
Known Promo Codes			Groups
Part of Package (details free hand)			
Keywords			
Tessitura Bookable	Yes		
Venue	Other		<i>If other specify:</i> Different every week - MEET AT SILVE
Type of promotion	Other		<i>If other specify:</i> na
Genre Filters (can be one or more)	Mu-Other		Genre 2 Genre 3
Experience			
Capacity:			
15 per session**			
Start time and duration (please indicate any intervals):			
12pm-1pm or 1.30pm-2.30pm			
Date(s):			
April 17th, 24th, May 8th, 15th, 22nd, June 5th, 19th, 26th, July 3rd, 10th			
Price:			
<p>£40 for the term (all 10 sessions) or £32 for a batch of 8 tickets (that can be used at any 8 sessions throughout the 10 weeks). It will be possible to turn up and pay £5 on the day (if there is space) but this must be through the ticket office and not given to the session leader. The charge is for each child that takes part.</p>			

Book Workshop Spaces

Owner: **Source:** **Solicitor:** **Delivery:** **Hold Until:**

Order #: **Date:** **MOS:** **Channel:** **Pmt Schedule:**

Initiator: **Category:** **Alt Address:**

Notes: **Info**

Line Items		Sub Line Items	Fees	Contributions		Custom Data *					
Pkg Code	Perf Code	Description	Product Date	Price Type	Zone	Section	Row	Seat	Tkt Amt	Status	Rule
*****	15PNM17	Pick 'n' Mix	Thu, 12/11/2015 09:15	Offer	Unres1	Unres	A	1	45.00	SUP	
*****	15PNM17	Pick 'n' Mix	Thu, 12/11/2015 09:15	Participan	Unres1	Unres	A	2	0.00	SPD	
*****	15PNM17	Pick 'n' Mix	Thu, 12/11/2015 09:15	Participan	Unres1	Unres	A	3	0.00	SPD	
*****	15PNM17	Pick 'n' Mix	Thu, 12/11/2015 09:15	Participan	Unres1	Unres	A	51	0.00	SPD	
*****	15PNM17	Pick 'n' Mix	Thu, 12/11/2015 09:15	Participan	Unres1	Unres	A	52	0.00	SPD	
*****	15PNM17	Pick 'n' Mix	Thu, 12/11/2015 09:15	Participan	Unres1	Unres	A	53	0.00	SPD	
*****	15PNM17	Pick 'n' Mix	Thu, 12/11/2015 09:15	Participan	Unres1	Unres	A	101	0.00	SPD	
*****	15PNM17	Pick 'n' Mix	Thu, 12/11/2015 09:15	Participan	Unres1	Unres	A	102	0.00	SPD	
*****	15PNM17	Pick 'n' Mix	Thu, 12/11/2015 09:15	Participan	Unres1	Unres	A	103	0.00	SPD	
*****	15PNM17	Pick 'n' Mix	Thu, 12/11/2015 09:15	Participan	Unres1	Unres	A	151	0.00	SPD	
*****	15PNM17	Pick 'n' Mix	Thu, 12/11/2015 09:15	Participan	Unres1	Unres	A	152	0.00	SPD	
*****	15PNM17	Pick 'n' Mix	Thu, 12/11/2015 09:15	Participan	Unres1	Unres	A	153	0.00	SPD	

Build Workshops

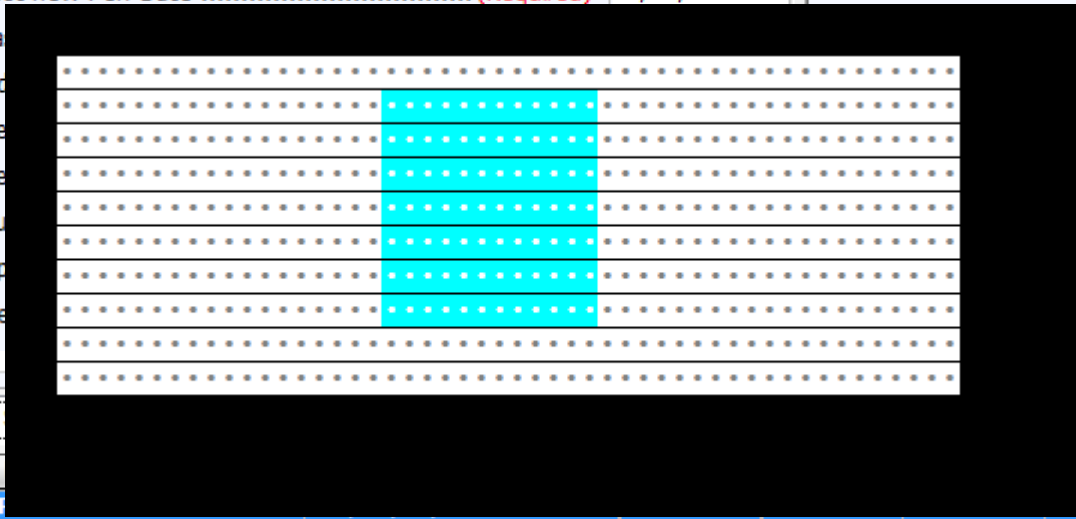
Enter parameters to run WMC Mass Performance Copy in the current window

Season(Required) 2015 WMC CL Inside Workshops

Production(Required) Pick 'n' Mix

Choose Performance to Copy(Required) Aug 12 2015 1:15PM 151NM022

First new Perf Date(Required) 05/11/2015



Pkg Code	Perf Code	Row	Seat	Tkt Amt	Status
****	151NM023		230	55.00	SUP

Mass Performance Copy Utility

Original Perf: Aug 12 2015 1:15PM 151NM022

Perf Prefix Ind: Yes

User: [REDACTED]

Perf Start dt: 2015-11-05

Perf Prefix No: 15

Date: 08/10/2015 16:48

Perf End dt: 2015-11-05

Perf Suffix No: 22

Page:

Performances Created

Report Y/N: Add Performances

Rows: 1

Perf Desc:	Perf Code:	Perf Dt:	Short Name:	Prod Season No:	Result:
Pick 'n' Mix	151NM023	05/11/2015	Pick 'n' Mix	57432	Created New Performance

**Have you ever
wanted to invoice
Workshops from
Tessitura?**

Invoicing From Tessitura

[View as web page](#)

CANOLFAN
MILENIWM
CYMRU
WALES
MILLENNIUM
CENTRE*

Dysgu Creadigol Creative Learning

Diolch i chi am dalu'r archeb isod.

Cadwch y dderbynneb ar gyfer eich record fel tystiolaeth o'r taliad.

Thank you for your payment for the booking outlined below.

Please keep this receipt for your records as proof of payment.

Manylion yr Archeb \ Reservation details

Gweithdy Workshop	Cyfranogwyr Participants	Net
Pick 'n' Mix 12/11/2015 9:15	30	£45.00
Pick 'n' Mix 12/11/2015 10:15	30	£45.00
Cyfanswm / Total		£90.00

Rhif Archeb \ Order Number

██████████

Rhif Cwsmer \ Customer Number

██████████

chloe.shafto@wmc.org.uk

Dyddiad yr Archeb \ Order Date

28/09/2015 2:28PM

██████████
Grangotown Junior & Infant School

**Have you ever wanted to
answer the question:
*How many primary
schools are X hours drive
from my venue?***

Schools in Tessitura



Albany Primary School

#13848

#M#, **EDU**, WMC, RWC

Memb Level:

Open CSI:

Access:

Next Perf:

Email: albanyprm@cardiff.gov.u



General	Names	Contact Details	Plans	Relationships	Research	Attributes
---------	-------	-----------------	-------	----------------------	----------	------------

Assoc ID	Name	Context	Type	A1/A2	Title	Start Date	End Date
Albany Primary School							
School							
1107011	Mr W Howlett	Affiliate	School - School Contact				
1107007	Mrs A Lepore	Affiliate	School - Head Teacher				
1233138	Mr . Barrett	Affiliate	School - Head of Music				
1107024	Mrs Frances Ware	Affiliate	School - Secretary				

<input checked="" type="radio"/> Attributes <input type="radio"/> Interests <input type="radio"/> Constituencies	
Attribute	Attribute Value
Albany Primary School	
EDU - Educational Authority	Cardiff
EDU - School Number	2005
EDU - School Type	Primary
EDU - School Unitary Authority	681

Schools > Documentation

Managing School Records

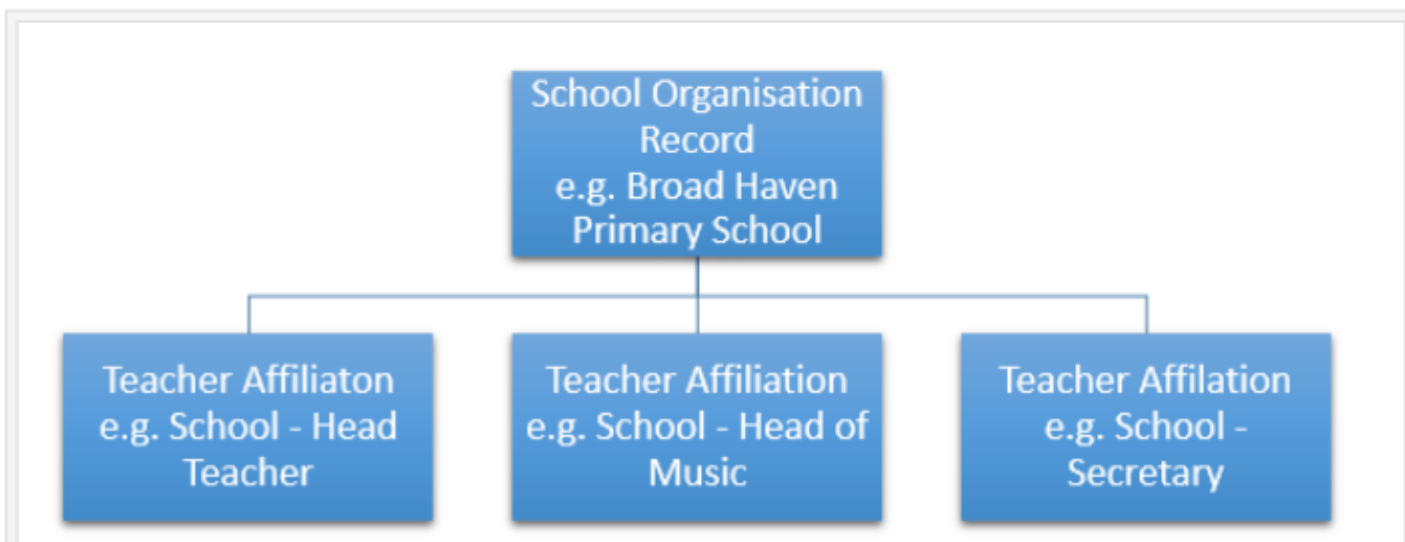
The below document will pull together the full procedure of managing school records on the Tessitura System. In order to maintain consistency, please adhere to the content of this document.

To navigate to a specific area:

- [Searching For a School Record](#)
- [Creating a School Record](#)
- [Adding a Teacher Record](#)
- [Processing an Order For a School](#)
- [Updating a School Record](#)
- [Updating a Teacher Record](#)

Setup of Schools in Tessitura

When a school is setup within Tessitura we setup the School as an organisational record and then assign any teachers as Affiliations to different roles within the School, the following documentation details how to create and manage school records to appear as per example below.



Lists in Tessitura | Criteria

Go To > Tools > List Manager








Criteria	Operator	Value	Search Household
Constituency (Current Only)	In	(1 value selected)	<input type="checkbox"/>
Geographic Area	In	(2 values selected)	<input type="checkbox"/>
EDU - School Type	In	(1 value selected)	<input checked="" type="checkbox"/>

Constituency = EDU
Geographic Area = Locale
EDU – School Type = Attribute

Lists in Tessitura | Contents

Created By: elleng **List No:** 82375 **Date:** 25/02/2015 16:48 **Dynamic** **SQL** **TMS** **TStats** **Inactive** **Swap HH** **Rel O**

List Name: EMG Primary Sch, close, CYM **Category:** (unassigned) **Count:** 340 **Ind:** 183 **Ind-HH:** 0 **HH:** 0 **Org:** 15

Constituent ID	Name	Street1	Street2	City
 14883	St Joseph's Primary School	204 North Road, Gabalfa	St. Josephs Primary School	CARDIFF
 796370	Taibah School	23-24 Wordsworth Avenue		CARDIFF
 1110999	Mrs Carol Clint	4 Hickman Road	Westbourne School	PENARTH
 1111000	Mr Colin Laity	4 Hickman Road	Westbourne School	PENARTH
 476233	Westbourne School	4 Hickman Road	Westbourne School	PENARTH
 796252	The Court School	96a Station Road Llanishen		Cardiff
 13607	Adamsdown Junior & Infant School	Adamsdown	Adamsdown Junior & Infant Sch	Cardiff
 1107007	Mrs A Lepore	Albany Road	Albany Primary School	CARDIFF

Ellen.Groves@wmc.org.uk

Diolch





THE ROYAL ALBERT HALL EDUCATION & OUTREACH AND TESSITURA



Royal Albert Hall

WHO ARE WE?



Royal Albert Hall

The Royal Albert Hall is a registered charity, held in trust for the nation's benefit. Our purpose is to:

- promote the Arts and Sciences
- preserve and enhance our Grade I listed building



CHILDREN AND FAMILIES



Royal Albert Hall



SCHOOLS AND TEACHERS



Royal Albert Hall



YOUNG PEOPLE



Royal Albert Hall



COMMUNITY AND ADULTS



Royal Albert Hall



WHAT DO WE USE TESSITURA FOR?



Royal Albert Hall

General	Names	Contact Details	Constituencies	Relationships	Research	Attributes	History
<input type="radio"/> Memberships <input checked="" type="radio"/> Activities <input type="radio"/> Events <input type="radio"/> Premiums <input type="radio"/> Planned Gifts <input type="radio"/> Purchase History							
Date	Activity	Host	Performance	Status	Attendees	Created	Modified
Peggy Naumann							
28/10/2015	Samsung - Maths	educatio	am	Attended	28		
Notes: Co-ordinating teacher's name and number							

CUSTOM SCREENS – OUR IDEAL



Royal Albert Hall

From special activity to custom screens

- SEN, EAL, PP information
- Guest list
- Year groups
- Access arrangements
- Photo permission
- Evaluations

TICKETING – OUR IDEAL



Royal Albert Hall

To be able to see special activity and ticket history together:

- An enhancement in Tessitura
- A report

OTHER



Royal Albert Hall

- Tidying up contacts
- Adding contact log and reminders

Jessitura



**EUROPEAN
CONFERENCE 2015**

**5 & 6 NOVEMBER
NOTTINGHAM**

QUESTIONS?

- Please tell us who you are and where you are from.....

Jessitura



**EUROPEAN
CONFERENCE 2015**

**5 & 6 NOVEMBER
NOTTINGHAM**

WHAT'S NEXT?

🕒 LUNCH! 1.15PM – 2PM

Lunch can be found in the Royal Suite in the Crowne Plaza Hotel on the lower level off reception

🕒 NEXT SESSION : 2PM – 3.15PM

Conference Welcome in the Auditorium, Royal Concert Hall