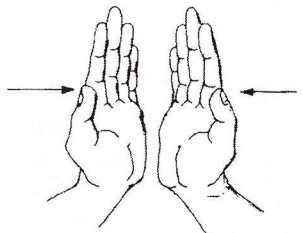


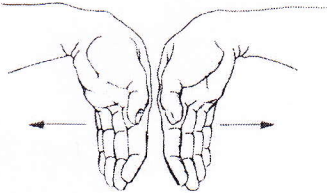
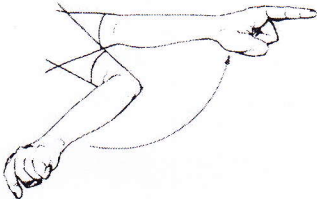
Hand and Arm Signals

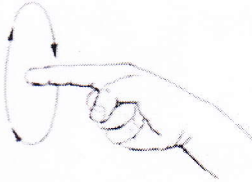
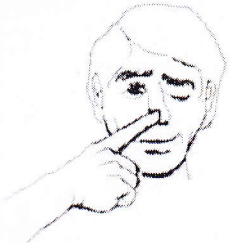
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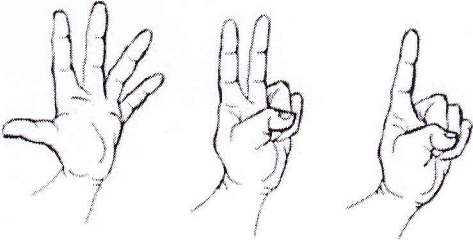
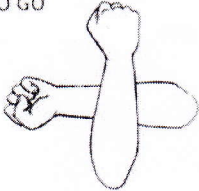
In a production situation, the hand and arm signals of the stage manager are simply a visual extension of the director's commands. Most of these gestures were developed during the early days of radio. A few have been altered somewhat for use in television production. The following examples show the signals most generally in use today.

TELEVISION HAND SIGNALS

CUE	MEANING	DESCRIPTION
STAND BY 	Ready to start show Ready to record Quiet on the set	Stage Manager raises hand in air, with fingers pointing upward
YOU'RE ON TAKE YOUR CUE 	Start talking Talent is on the air	Points to performer or live camera
GET CLOSER TOGETHER 	Talent, performers or reporters too far apart Get closer together Get closer to object of interest	Stage Manager plays an invisible accordion, bringing palms together repeatedly

CUE	MEANING	DESCRIPTION
GET FARTHER APART 	Talent too close together	Stage Manager moves hands together, back to back, then spreads them sharply apart
STOP THAT'S FAR ENOUGH	Close enough or far enough, stop moving together or apart	Traffic cop's signal, similar to standby signal
TALK TO THIS CAMERA CAMERA CHANGE 	Changing cameras	Stage Manager swings hands through a wide arc from camera that is on the air to the camera that will be on the air
GET CLOSER TO THE MICROPHONE OR SPEAK LOUDER 	Audio level too low Get closer to the mike	Stage Manager moves hands toward himself/herself or toward the mike
GET FURTHER FROM MICROPHONE OR SPEAK LOWER	Opposite of above	Opposite of above
KEEP TALKING STRETCH 	Too much time left Fill in	Extend thumb and forefinger horizontally, move them like the beak of a bird

CUE	MEANING	DESCRIPTION
STRETCH IT OUT SLOW DOWN 	Talking too fast	Move hands as if pulling taffy apart or stretching rubber bands
SPEED IT UP 	Talking too slow Running out of time	Move forefinger in circles
ON THE NOSE PROGRAM ON TIME 	Program is running right on time, no problems	Stage Manager touches nose with forefinger
O.K. ALL IS WELL YOUR POSITION IS FINE 	Well done Stay right there	Form an "O" with thumb and forefinger with other three fingers raised

CUE	MEANING	DESCRIPTION
FIVE MINUTES TO GO TWO MINUTES TO GO ONE MINUTE TO GO	Time cues to end of show	Raise hand with corresponding number of fingers spread apart or raise flash cards
		
HALF A MINUTE TO GO	Time to end of segment or end of show	Cross forefingers or forearms at midpoint
		
WRAP IT UP	10 seconds left Come to a conclusion	Rocking or shaking of clenched fist
		
CUT FINISH OFF THE AIR	Segment or show is over	Stage Manager slashes own throat with forefinger or edge of hand
		
STATION BREAK (I.D.)	Commercial	The motion of breaking a twig is made with clenched fists
