

Sign-up Performances: Pick the Players, or Open the Call

A weekday school assembly, a twenty-person set at the library, a quartet at a fundraiser. Pick who plays, or let members volunteer — without touching the rest of the band.

The idea: most concerts are the whole ensemble. Set the ones that aren't to **Sign-up**. Only the people on its list are on its roster, only they get its notices, and it never counts against anyone else's attendance — but it still shows on *everyone's* schedule, so the band keeps one picture of what it is doing. On the schedule and the Performances page it is drawn **hollow** in the ensemble's colour, next to the **solid** whole-band concerts.

1 CREATE ONE

DIRECTORS · CONCERT MANAGERS

WHERE: **PERFORMANCES** → **NEW PERFORMANCE** (OR THE EDIT FORM OF AN EXISTING ONE)

1. **Fill in the usual details** — title, date, time, venue, ensemble.
2. **Under “Who plays this one”, choose Sign-up.**
3. **Tick “Let members volunteer”** if you want the band asked, and write a few lines under **“Why you’re asking”** — what it is, who it's for, why it's worth their morning. Those words lead the email members get and the page they land on.
4. **On the rehearsals step, add this group's own rehearsals.** A different start time on a night the band already rehearses is fine — the standing rehearsal is left exactly as it is.
5. **Save.** The performance is created with nobody on it. Open it and expand **Who plays this one.**

Rehearsals are untouched. A sign-up performance never adopts, moves or cancels the ensemble's rehearsals. If it lands on a rehearsal night you are told, and you decide — keeping the rehearsal needs no action.

2 BUILD THE LIST — TWO WAYS, USE BOTH

DIRECTORS · CONCERT MANAGERS

WHERE: **THE PERFORMANCE** → **WHO PLAYS THIS ONE**

- Add a player.** Pick from the ensemble. They land in the chair they held last concert (or the next open one) and get a short “You’re on” email with a one-tap link to take themselves off.
- Let members volunteer.** When the performance is published, the announcement goes to the whole ensemble as “Players wanted” with a **Count me in** button that needs no login. A volunteer is seated the same way. Turned it on after publishing? Press **Send the call...** — it opens on your pitch so you can edit it, then sends the same email again, once an hour at most.

CONTROL	WHAT IT DOES
6 players · 2 volunteered	Who is on and how they got there. <i>Show players</i> opens the list; it stays collapsed between visits.
Remove	Takes that person off, chair included. Their answers about this performance's own rehearsals are cleared too.
Remove everyone	Empties the list. Seating on other concerts is untouched.
Let members volunteer / Close volunteering	Opens or closes the call. Someone already on can still take themselves off afterwards.
Send the call...	Re-sends “Players wanted” with your editable pitch. Refused if unpublished, volunteering is closed, or it went out within the hour.

3 WHAT MEMBERS SEE

EVERYONE IN THE ENSEMBLE

WHERE: **SCHEDULE, PERFORMANCES, THE WEEKLY UPDATE, THE CALENDAR FEED**

- **The performance is on everyone's schedule**, drawn hollow and marked **Not the whole band** — **Players wanted** while the call is open — so nobody thinks they are expected.
- **A member on the list** sees “You’re on the list” and a **Take me off** button. Anyone can come off at any time, whether they volunteered or you added them.
- **The conductor of the performance** is never offered Count me in — a conductor is not a player on the concert they conduct.

Being picked is an invitation, not an obligation. Taking yourself off removes you from the list — it does not mark you absent. That is the whole difference from a whole-band concert, where “can’t make it” records an absence.

4 NOTICES FOLLOW THE LIST

AUTOMATIC

- **Reminders, last-minute change notices, cancellation and restoration** go to the people on the list only.
- **The ensemble's standing rehearsals stay ensemble-wide** and their reminders reach everyone as usual. This group's own rehearsals belong to it.
- **The weekly update and the calendar feed** show the performance to the whole band, labelled.
- **Email the people on it:** Administration → Email Lists has a live list for every upcoming sign-up performance, under *Performances*. It is right the moment someone volunteers or comes off, and disappears by itself once the performance is past.

5 SEATING, AND DELETING

DIRECTORS · SECTION LEADERS

- **A player is seated in the chair they held last concert**, or the next open one. Moving them for this performance never changes their chair anywhere else, and a chair set here never carries forward — first trumpet in a four-piece is not first trumpet in the full band.
- **Deleting a sign-up performance takes its own rehearsals with it** (standing rehearsals are untouched). A whole-band performance leaves its rehearsals on the calendar. The delete dialog says which will happen.

You're on: {title} ({ensemble})

To the one person you add — volunteers are not sent it, they already know. Carries a **Take me off this one** link that works without logging in. Sent even before the performance is published.

Players wanted: {title} ({ensemble})

To every active member of the ensemble, with your pitch on top and a **Count me in** button that needs no login. Sent on publish when volunteering is on, and by *Send the call...*

For members, in one breath: you get an email, you tap Count me in, you are seated in your usual chair and get that performance's reminders. Changed your mind? Tap Take me off in the same email or in the app. No login, no absence recorded.



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