

THRE 1741: Lighting Lab

Spring 2015

- Section 1: MW 2:00-3:50pm, Scenic Studio**
Section 2: MW 4:00-5:50pm, Scenic Studio
Section 3: TR 2:00-3:50pm, Scenic Studio
Section 4: TR 4:00-5:50pm, Scenic Studio

Instructor:

Office:

Office Hours:

Email:

Prerequisites: None, as per course catalogue

Course Objectives:

- To build a working knowledge of Theatre Technology with an emphasis on lighting.
- To become familiarized with the process and the tools involved in implementing a lighting design, enabling you to interpret a light plot and paperwork in order to hang, cable, focus, and run a show.
- To participate in theatrical production through lighting installation and crewing of School of Theatre and OMT shows.
- To experience and understand the best practices, processes, and procedures involved in upkeep and maintenance of theatrical equipment and theatre spaces.
- To learn and practice safe working procedures.

Course Procedures:

- You will report to Rob Broderson, School of Theatre Interim Master Electrician, in the scene shop for each lab session. Work during labs will consist of: hanging and focusing of lights for School of Theatre productions; work on lighting notes for shows during tech weeks; repair, upkeep, and maintenance of lighting inventory; and other lighting duties as assigned. **You must have an 8" Crescent Wrench with you for all lab times.** Optionally, you may wish to have a multi-tool, flashlight, and 4-way screwdriver.
- Some class sessions will include lessons on safety and lighting procedures. These lessons will help you perform your duties in lab. For this reason, it is advised that you bring a notebook and writing utensil to all lab sessions.

Lighting Production Assignments:

- You are required to serve as lighting crew on one of the Spring 2015 School of Theatre Mainstage, Theatre Stage II, Oklahoma Children's Theatre, OMT Mainstage, or OMT Spotlight production. Position assigned will be either Light Board Operator, Followspot Operator, or Deck Electrician. You must attend all technical rehearsals and performances for your assigned production. Depending on the size of the production, there may be as few as one or as many as four students assigned to the show. You are required to attend and participate in the strike for your show. Shows and approximate commitment dates will be discussed early in the semester. You are expected to bring all tools and wear shop attire to all of these calls (see below.)

Lighting Focus Call:

- In addition to your Production Assignment, you will attend one lighting focus call during this semester. This focus call may or may not be for the show to which you are assigned. Lighting focus calls are typically held on Saturday morning/afternoons or Sunday afternoon/evenings. Some of them are held in conjunction with a strike call for a different show. You will be assigned a focus call early in

the semester and you are expected to clear your schedule ahead of time. You are expected to bring all tools and wear shop attire to all of these calls (see below.)

Email, Course Information, and Acceptable Practices, Classtime Format

-All email contact between professor and student is only to take place via the OCU email system. There is no other acceptable method of contact for this course. Make sure to check your email daily, as you will be made aware of changes in schedule, location, and any other valuable information via your OCU student email (janedoe.stu@okcu.edu, for example). Facebook, Twitter, text messages, or any other contact format are unacceptable, and will be disregarded.

Accommodations for Students with Special Needs:

-If you believe that you need accommodations for a documented physical, psychiatric, or learning disability, please contact the Disabilities Services Coordinator at (405) 208-5090 for an appointment to discuss your needs and the process for requesting accommodations. The Student Disabilities Services Coordinator is responsible for coordinating disability-related accommodations and will issue students a documented Access Plan, as appropriate. Since accommodations may require early planning and generally are not provided retroactively, please contact the Student Disabilities Services Coordinator as soon as possible. To speak with me about other concerns, such as medical emergencies or arrangements in case of a building evacuation, please make an appointment as soon as possible. My office location and hours are included in this syllabus.

Preventing Sexual Harassment:

-Title IX of the Education Amendments of 1972 prohibits sex discrimination against any participant in an educational program or activity that receives federal funds, including federal loans and grants. Title IX also prohibits student-to-student sexual harassment. If you encounter unlawful sexual harassment or gender-based discrimination, please talk with your professor or with the Title IX Coordinator at 405-208-5075. Visit <http://www.okcu.edu/hr/titleIX/> for more information."

Academic Honesty Policy:

Academic honesty is required in all aspects of a student's relationship with the university. Academic dishonesty may not be course-specific and includes falsification or misrepresentation of a student's academic progress, status, or ability, including, but not limited to, false or altered transcripts, letters of recommendation, registration or advising forms, or other documents related to the student's academic career at Oklahoma City University or other colleges or universities. Students are personally responsible for the correctness and accuracy of information supplied to the university. Any student who knowingly gives incorrect information to the university is subject to disciplinary action that may lead to suspension.

Students are advised that cheating and plagiarism are not tolerated. The university expects all students to maintain a high standard of ethics in their academic activities. In this context, forms of academic dishonesty include, but are not limited to, cheating on tests, examinations or other class/laboratory work; involvement in plagiarism (the appropriation of another's work and/or the unacknowledged incorporation of that work in one's own); collusion (the unauthorized collaboration with another person); misrepresentation of actions; and falsifying information.

On-Stage Sessions:

-Lighting Lab sessions will be held in the Black Box, Burg, or Kirkpatrick Theatres to gain experience in hanging, cabling, focusing, and working hands-on with theatrical lighting instruments and equipment. You are expected to bring all applicable tools and materials to every class session. Additionally, you must wear appropriate attire to all class sessions. Please see Dress Code below.

Appropriate On-Stage Attire and Footwear:

-You must wear closed-toe, closed-heel, hard-soled shoes at all times during Lighting Lab. For example, ballet flats, Ugg boots, rain boots, Crocs, Toms, and clogs are NOT considered appropriate

footwear. You must wear socks that cover the ankle, and your shoe must have all toes in one compartment.

-Long pants are required at all times in the Scene Shop and Lighting Lab. Preferably pants of a sturdy material, such as jeans. Sweatpants, tights, and leggings are not acceptable.

-Safety Precautions such as removing dangling jewelry, removing of hats, pulling back hair, and securing loose clothing must be practiced at all times.

Grade Distribution:

-Class Participation, Attendance, Attitude	50%
-Production Assignment	40%
-Lighting Focus Call	10%

Grading System:

A	93-100%	A-	90-92%	B+	87-89%	B	83-86%
B-	80-82%	C+	77-79%	C	73-76%	C-	70-72%
D+	67-69%	D	63-66%	D-	60-62%	F	below 60%

Incomplete Course Policy:

-Please see page 36 of the Undergrad. Catalog for the Incomplete Course policy.

Emergency Instructions:

-In case of severe weather, go to the basement of the Fine Arts Building to the hallway outside of Ashley Bright's office (FA14).

-In case of fire, exit the building to the east, going to an open lawn between Meinder's and the CCA.

Lateness, Absenteeism, and Make-Up Work Policy:

-You are expected to be prompt for class and prompt with assignments, as attendance is taken at the **start** of class time. If you are not present when the instructor takes attendance, you will be counted 'Late.' If you are more than ten minutes late to a class, you will be counted absent. Also, please note that your final grade will be affected if you exhibit lateness or absenteeism.

-You have embarked on a journey or higher learning. As a professor, I take this very seriously, as I am dedicated to my industry and dedicated to your pursuit of knowledge. Students are expected to be prompt for class and prompt with assignments. You are now required to be responsible for your sleep schedule and waking habits. Please know that if you attempt to sleep through this class, you will be asked to leave and will be counted absent for that class period.

-Your attendance in THRE1741 is mandatory, and you are expected to be ready to participate at the beginning of each class. You are allowed **TWO** unexcused absences in this class before your grade is directly affected. This does not mean that I encourage you to skip class. Any absences will have an indirect impact on your coursework.

-For each additional unexcused absence you will receive a **5% deduction** from the final grade for this course. For every two class sessions that you are tardy, you will be assigned one unexcused absence. If you accumulate more than five **TOTAL** unexcused absences, you automatically fail this course.

-It is your responsibility to attend all class sessions, regardless of their location unless prevented by a genuine emergency. If you need to miss a class session due to an organized University, Department, or College activity, you must let the instructor know in advance with an official University notice.

-If you are ill, miss class, and present a DOCTOR'S STATEMENT attesting to your illness, then you may avoid grade deductions. It is your sole responsibility to obtain from classmates any handouts, notes, or other information that may be disbursed during a class period that is missed.

-Please note, if you present a doctor's statement for THRE1702, I may not necessarily take note of the excused absence for THRE1741. It is always best to show your note to the person who normally takes role for each class.

Production Week Classes:

-You are not required to attend lab sessions during the week that your show is in Dress Rehearsals and Performances. If your show runs two weeks, you are only excused from the first week of Performances. IN THE PAST, students have attended lab during their production week and have *banked* up absences that they have then used at the end of the semester. This is no longer allowed. If you choose to attend lab sessions during your production week, you are doing so for your own good and for your love of theatre.

Make-Up Lab Hours:

-Only excused absences shall constitute a need for a make-up session. Arrangements must be made ahead of time to make-up a session due to an excused absence. Make-up times for unexcused absences will only be permitted in cases of extraordinary circumstances (i.e. medical emergency.)

Student Evaluations:

The School of Theatre is implementing a new student evaluation system for studio performance and design classes. The system will replace the old IDEA forms. The new system will be delivered electronically, rather than in paper form. The new system will be required for all students to complete before they are given a grade. The faculty of the School of Theatre is very excited about this new student evaluation form as we take your feedback very seriously and we will be able to apply your good ideas/suggestions almost immediately to our teaching and learning environments.

1. You should receive an invitation to a Qualtrics survey on, or around, the beginning of the 14th week of the semester
2. The survey will close two weeks later, so you MUST submit an evaluation by then
3. The invitation will be sent to your OCU email account
4. It is a brief questionnaire (much more specific than the old IDEA forms) and should take no longer than a few minutes to fill out
5. Please feel free to write extensive and specific comments
6. You are required to submit an evaluation, OR YOU WILL RECEIVE AN INCOMPLETE FOR THE CLASS
7. The new system allows you to make anonymous evaluations, while at the same time allowing the instructor to see a list of those who have completed the survey- the instructor will in NO WAY be able to know which comments came from which students, only that they have or have not complete the survey.

PLEASE NOTE:

If you miss even one session of your PRACTICUM PRODUCTION ASSIGNMENT for an unexcused reason, you will fail this course. This is non-negotiable.

PLEASE NOTE:

There is no final for Lighting Lab. You are *NOT* expected to attend your lab hours during finals week. There is also no schedule attached to this syllabus, as there is no homework in Lighting Lab and each lab session occurs at the same time with the same requirements.