

INTRODUCTION TO STAGECRAFT **THE 120**

Mary Jean Sedlock, instructor

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Office hours: 12:00 - 2:00pm, Tuesdays
Any other time: appointments accepted, walk-ins welcome

Class meets: 2:00pm - 3:50pm, Tue./Thu.
Green Room, Hauck Auditorium

Learning Objectives

- Students will be able to understand and apply appropriate safety practices and procedures, as applicable to the technical theatre environment.
- Students will be able to identify and use basic materials, methods, and standards used in the technical theatre industry.
- Students will further critical thinking and problem-solving skills through analysis and discussion of technical theatre practices.
- Students will acquire base level knowledge of paperwork, standards, and terminology used to facilitate effective communication in technical theatre.

Students with Disabilities Statement

If you have a disability for which you may be requesting an accommodation, please contact Student Accessibility Services, 121 East Annex, 581.2319, as early as possible in the term. Students who have already been approved for accommodations by SAS and have a current accommodation letter should meet with MJ privately as soon as possible.

Academic Honesty Statement

Academic honesty is very important. It is dishonest to cheat on exams, to copy term papers, to submit papers written by another person, to fake experimental results, or to copy or reword parts of books or articles into your own papers without appropriately citing the source. Students committing or aiding in any of these violations may be given failing grades for an assignment or for an entire course, at the discretion of the instructor. In addition to any academic action taken by an instructor, these violations are also subject to action under the University of Maine Student Conduct Code. The maximum possible sanction under the student conduct code is dismissal from the University.

Course Schedule Disclaimer (Disruption Clause)

In the event of an extended disruption of normal classroom activities, the format for this course may be modified to enable its completion within its programmed time frame. In that event, you will be provided an addendum to the syllabus that will supersede this version.

Observance of Religious Holidays/Events

The University of Maine recognizes that when students are observing significant religious holidays, some may be unable to attend classes or labs, study, take tests, or work on other assignments. If they provide adequate notice (at least one week and longer if at all possible), these students are allowed to make up course requirements as long as this effort does not create an unreasonable burden upon the instructor, department or University. At the discretion of the instructor, such coursework could be due before or after the examination or assignment. No adverse or prejudicial effects shall result to a student's grade for the examination, study, or course requirement on the day of religious observance. The student shall not be marked absent from the class due to observing a significant religious holiday. In the case of an internship or clinical, students should refer to the applicable policy in place by the employer or site.

Sexual Violence and Discrimination Policy

The University of Maine is committed to making campus a safe place for students. Because of this commitment, if you tell any of your teachers about sexual discrimination involving members of the campus, **your teacher is required to report** this information to the campus Office of Sexual Assault & Violence Prevention or the Office of Equal Opportunity.

Behaviors that can be "sexual discrimination" include sexual assault, sexual harassment, stalking, relationship abuse (dating violence and domestic violence), sexual misconduct, and gender discrimination. Therefore, all of these behaviors must be reported.

Why do teachers have to report sexual discrimination?

The university can better support students in trouble if we know about what is happening. Reporting also helps us to identify patterns that might arise – for example, if more than one victim reports having been assaulted or harassed by the same individual.

What will happen to a student if a teacher reports?

An employee from the Office of Sexual Assault & Violence Prevention or the Office of Equal Opportunity will reach out to you and offer support, resources, and information. You will be invited to meet with the employee to discuss the situation and the various options available to you.

If you have requested confidentiality, the University will weigh your request that no action be taken against the institution's obligation to provide a safe, nondiscriminatory environment for all students. If the University determines that it can maintain confidentiality, you must understand that the institution's ability to meaningfully investigate the incident and pursue disciplinary action, if warranted, may be

limited. There are times when the University may not be able to honor a request for confidentiality because doing so would pose a risk to its ability to provide a safe, nondiscriminatory environment for everyone. If the University determines that it cannot maintain confidentiality, the University will advise you, prior to starting an investigation and, to the extent possible, will share information only with those responsible for handling the institution's response

The University is committed to the well-being of all students and will take steps to protect all involved from retaliation or harm.

If you want to talk in confidence to someone about an experience of sexual discrimination, please contact these resources:

For confidential resources on campus:

Counseling Center: 207-581-1392 or Cutler Health Center: at 207-581-4000.

For confidential resources off campus:

Rape Response Services: 1-800-310-0000 or Partners for Peace: 1-800-863-9909.

Other resources: The resources listed below can offer support but may have to report the incident to others who can help:

For support services on campus:

Office of Sexual Assault & Violence Prevention: 207-581-1406, Office of Community Standards: 207-581-1409, University of Maine Police: 207-581-4040 or 911. Or see the OSAVP website for a complete list of services at <http://www.umaine.edu/osavp/>

Grades

Grades will be based on class participation, quizzes/exams, and assignments given during the lecture portion of the class.

Online Safety Training & Exam	0 points (course prerequisite)
Class Participation & Engagement	200 points (20%)
Terminology Quizzes (10 @ 10pts each)	100 points (10%)
Midterm Exam	250 points (25%)
Scene Painting Project	100 points (10%)
Worksheets, Projects, Knots Test (10 @ 10pts each)	100 points (10%)
Final Exam	250 points (25%)
TOTAL	1000 points (100%)

Grading Scale

Letter Grade	Points/Percentage
A	900 or above (> 90%)
B	800 - 899 (80%)
C	700 - 799 (70%)
D	600 - 699 (60%)
F	599 and below (< 59%)

Required Materials

There is no book required for this class. Occasionally, excerpts from books or other handouts may be assigned to supplement lectures.

Occasionally, some in-class projects and demonstrations will require specialized clothing or equipment. All tools and appropriate safety gear will be provided. However, requirements such as close-toed shoes, hair ties (for long hair), and clothes that it is acceptable to have damaged with paint or grease, must be complied with from your personal belongings.

Attendance

Attendance is a vital portion of this class and students are expected to attend all lectures and labs. While there will be no grade deduction specifically for absences, students who have unexcused absences on days when quizzes, assignments, and lab projects are assigned or administered will not be allowed to make up these grades at a later date. Absences may be excused by appropriate prior communication with the course instructor. Students who are tardy by more than ten minutes on quiz days will not be allowed to take the quiz.

Assignment Information

Online Safety Training Exam

The University's online safety training and exam must be completed before any student may use tools in the shop. As per the course outline, this training must be completed, and the results emailed to me, by 5pm on Wednesday, September 9th. Any student who does not successfully complete this requirement will receive zero points for all lab sections until completed. Students who complete the training and exam after the due date but before their next lab section will receive a 10% mark down on their exam grade. The training and test can be accessed through Blackboard or found at:

<https://sem.umaine.edu/training/course/1/slideshow/view>

(Do not click here. Use a web browser.)

Terminology Quizzes

Dates when terms will be defined, and dates when quizzes will be administered are noted in the course outline. Each quiz will be cumulative, covering a selection of ten terms from those that have been previously introduced in the class. The format for the quizzes will be short answer. In some cases, the term will be given and a short-answer definition will be required. In other cases, the definition will be given and the correct term will need to be provided. The aim of this set of quizzes is to provide students with the vocabulary needed to communicate with other technical theatre professionals.

Exams

Two exams will be administered over the course of the semester - a midterm exam and a final exam. These exams will be cumulative over all material covered previously in the semester. A study guide and review day will be provided for both.

Class Projects/Worksheets

Class projects and worksheets will vary in content and format throughout the semester. Some worksheets will be quick, short-answer questions to check comprehension week to week. Other projects will be hands-on practical applications of the skills learned in class. Assignment sheets will be distributed for each project and/or worksheet individually. Please refer to the course outline's "assigned" and "due" sections to see how these assignments are scheduled throughout the semester.

Course Resources

The syllabus, PowerPoint lectures, exam reviews, and other helpful documents will be added to the Blackboard site for the course, which all students will have access to. PowerPoint slides will be available 48 hours prior to the start of any given class. Students are encouraged to review slides in advance. Students should not expect to be able to copy down all slide content during the course of the lecture. Taking notes on printed or digital copies of the slides is highly encouraged.

COURSE OUTLINE

WEEK ONE

Tue. (9/04): Introduction to Course and Instructor; Syllabus Review

Assigned: *Online Safety Training Exam*

Due: None

Thu. (9/06): Theatres, Production Roles, Production Process [TERMS]

Assigned: *Comparing Theatres Assignment (Due 9/13)*

Due: *Online Safety Training Exam (Completed by 5pm)*

WEEK TWO

Tue. (9/11): Types of Scenery; Materials & Hardware [QUIZ]

Assigned: None

Due: None

Thu. (9/13): Materials & Hardware, continued [TERMS]

Assigned: None

Due: *Comparing Theatres Assignment*

WEEK THREE

Tue. (9/18): Scenic Construction - Vertical Scenery [QUIZ]

Assigned: None

Due: None

Thu. (9/20): Scenic Construction – Horiz. Scenery; Using a Scale Rule; Cut Lists [TERMS]

Assigned: *Cut list worksheet (Due 9/25)*

Due: None

WEEK FOUR

Tue. (9/25): Soft goods - standard types and uses of fabric in stage drapery [QUIZ]

Assigned: *Soft goods worksheet (Due 9/27)*

Due: *Cut list worksheet*

Thu. (9/27): Scene painting - types of paint/equipment, techniques, etc. [TERMS]

Assigned: *Scene painting project – step one (Due 10/2)*

Due: *Soft goods worksheet*

*Course outline is tentative.
Subject to change.*

WEEK FIVE

Tue. (10/02): Scene painting project work day #1 [QUIZ]

Assigned: *Scene painting project – step two (Due 10/5 by 4:30pm)*
Due: *Scene painting project – step one*

Thu. (10/04): Scene painting project work day #2

Assigned: None
Due: None

WEEK SIX

Tue. (10/09): Fall Break – NO CLASS

Assigned: None
Due: None

Thu. (10/11): Rigging, Part One

[TERMS]

Assigned: *Study for knots practical test*
Due: None

WEEK SEVEN

Tue. (10/16): Rigging, Part Two (practical) [QUIZ]

Assigned: None
Due: None

Thu. (10/18): Stage Properties

[TERMS]

Assigned: *Props mini-paperwork assignment (Due 10/30)*
Due: None

WEEK EIGHT

Tue. (10/23): Midterm Review [QUIZ]

Assigned: *Study for midterm & knots test!*
Due: None

Thu. (10/25): Midterm Exam & Knots Practical Test

Assigned: None
Due: None

WEEK NINE

Tue. (10/30): Discussion: *Animal Farm*

Assigned: None
Due: None

Thu. (11/01): Lighting - design and electricity basics, types and parts of instruments [TERMS]

Assigned: *Lighting worksheet #1 (Due 11/8)*
Due: *Props mini-paperwork assignment*

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WEEK TEN

Tue. (11/06): Lighting - color theory and paperwork [QUIZ]

Assigned: None
Due: None

Thu. (11/08): Lighting - consoles and systems [TERMS]

Assigned: *Lighting worksheet #2 (Due 11/15)*
Due: *Lighting worksheet #1*

WEEK ELEVEN

Tue. (11/13): Sound Design & Technology [QUIZ]

Assigned: None
Due: None

Thu. (11/15): Costume Design & Construction [TERMS]

Assigned: *Costume worksheet (Due 11/20)*
Due: *Lightig worksheet #2*

WEEK TWELVE

Tue. (11/20): Discussion: *The Curious Savage*

Assigned: None
Due: *Costume Worksheet*

Thu. (11/22): Thanksgiving Break - NO CLASS

Assigned: None
Due: None

WEEK THIRTEEN

Tue. (11/27): Communicating Visually-- drafting, rendering, models, plots [QUIZ]

Assigned: None
Due: None

Thu. (11/29): Stage Management [TERMS]

Assigned: *Mini-Scene Breakdown Project (Due 12/11)*
Due: None

WEEK FOURTEEN

Tue. (12/04): Theatre Unions; Non-Regional Theatre Models [QUIZ]

Assigned: None
Due: None

Thu. (12/06): TBD - Class Choice or Catch-Up Day

Assigned: None
Due: None

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WEEK FIFTEEN

Mon. (12/11): TBD – Class Choice or Catch-Up Day

Assigned: None

Due: *Mini-scene breakdown project*

Wed. (12/13): Final Exam Review

Assigned: *Study for final exam!*

Due: *Instructor bribes.*

FINAL EXAM: Thursday, December 20th, 12:15pm – 2:15pm

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