Theatre Participation Production II
TPA 4298L & TPA 2290L – FALL 2015

You are responsible for all information in this syllabus. Please read all of it VERY carefully.

**INSTRUCTORS:**
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**OFFICE HOURS:**
By Appointment Only
Most production staff do not keep scheduled office hours. Please contact them individually for appointments.

**TEACHER PHILOSOPHY**
Your attitude can make or break your lab experience. In the case of those who have a regular lab assignment it is imperative that you see this as class time. Absences will not be tolerated and will reflect in your final grade as detailed on the attached grading rubrics. When you arrive for work at the assigned time you need to be ready and willing, with a POSITIVE attitude and an appreciation of the contribution you are making towards the whole production. For those of you involved in a crew assignment, the same applies. You are to report to your shows individual stage manager. They will set your specific schedule and daily work list. Absences and conflicts from rehearsals and performances are not permissible. If you cannot serve for the entirety of the production as laid out on the production calendar you must contact Claudia Lynch (Professor of Stage Management) or Gary Brown (Production Manager). You will be responsible for finding your own replacement. As a member of the crew you are an integral part of the performance process and your tardiness or absence will severely impact the production. Crew members are forgiven one tardy under 10 minutes. After this, your grade will drop one letter grade for every tardy.

**COURSE OBJECTIVES:**
These Laboratory classes are designed to give students practical experience in the creation and execution of the technical elements behind each of the department’s productions. Students are expected to emerge from this experience with an understanding of procedures and leadership structures, show operating standards and various production techniques.
REQUIRED MATERIALS

- Everyone working in the shops or on a crew MUST wear closed toe shoes. No exceptions.
- Run crew members are required to wear blacks. This consists of long sleeve, high neck black shirt, full length black pants and dark colored, soft soled shoes. All clothes must be devoid of printing, emblems or logos. Solid black please!
- NO skirts, heels or dress shoes.
- No large jewelry and hair must be tied back. It’s for your own safety folks!

SIGN IN

Sign in sheets for both crews and the shops are the only record we have for punctuality and attendance. You must sign in at least 5 minutes prior to your scheduled shift at a location specified by your supervisor. Not signing in is the same as being late.

CLASS ASSIGNMENT:

Each person registered for the course must report to their direct supervisor as listed on the attached roster within the first week of school. You will set your schedule with the shop supervisor.

Those on run crews do not need to report to anyone, the stage manager for your show will contact you with a more detailed schedule. Crew members and board operators must CLEAR their schedule from the first day of Spacing through closing night. All dates are listed on the production calendar.

GOLDEN RULE

Violations of student academic behavior standards are outlined in the Golden rule, The University of Central Florida’s Student Handbook. See HTTP://WWW.UCF.EDU/GOLDENRULE/ for further details. Cheating whereby non-permissible written, visual or oral assistance including that obtained from another student is utilized on examinations, course assignments or projects. The unauthorized possession or use of examination or course related material shall also constitute cheating. Plagiarism whereby another’s work is deliberately used or appropriated without any indication of the source, thereby attempting to convey the impression that such work is the student’s own. Any student failing to properly credit ideas or materials taken from another has plagiarized. A student who has assisted another in any of the aforementioned breach of standards shall be considered equally culpable.

OTHER ISSUES:

Any student in the course who has a disability that may prevent him or her from fully demonstrating his or her abilities should contact Gary Brown personally so we can discuss accommodations necessary to ensure full participation and facilitate your educational opportunity.
ACADEMIC ACTION  Taken by instructor, Chair or Dean of College
  1. Counseling
  2. Loss of credit for specific assignment, examination or project.
  3. Removal from course with a grade of “F”

AND/OR

Conduct Review Action – Taken by the office of Student Conduct
  1. Warning
  2. Probation
  3. Suspension
  4. Expulsion
  5. Permanent conduct record with UCF Accessible by other institutions by request.

DISABILITY ACCESS  The University of Central Florida is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formation up request. Students with disabilities who need accommodations in this course must contact the professor at the beginning of the semester to discuss needed accommodations. No accommodation will be provided until the student has met with the professor to request accommodations. Students who need accommodations must be registered with Student Disability Services, Student Resource Center Room 132, phone (407) 823-2371, TTY/TDD only phone (407) 823-2116, before requesting accommodations from the professor.

GRADING:  Please see attached Rubric

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