



**DAA 3645**  
**Choreography Practicum**  
**Spring Semester, 2021**

**NOTE:**

*This syllabus is subject to change at the discretion of the Professor.  
A new syllabus will be issued by the Professor should major changes occur.*

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**Important Dates(Tentative)**

- **January 25-29 (Mon-Fri) Student Design meetings (Lights, Sound, Costumes)tentative**
- **February 22 (Monday) 6-10pm 1<sup>st</sup> formal showing of completed numbers at PAC studio 1 will have other showings during regular rehearsal times.**
- **February 23-26 (Tue-Fri) 2<sup>nd</sup> round Student Design meetings (Mostly Costumes)tentative**
- **March 22 (Monday)POSSIBLE Final Designer Run (Lights, Sound, Costumes)PAC Studio 1 6pm-10pm**
- **April 6-8 (Tue-Thur) Tech rehearsal Spring Dance Concert at Dr. Phillips Performing Arts Center 1pm-5pm/6pm-10pm**
- **April 8 Final Dress Rehearsal Spring Dance Concert Dr. Phillips Performing Arts Center 1- 5pm**
- **April 8 Performance Spring Dance Concert Dr. Phillips Performing Arts Center (call time 6-10pm)**

**UCF Catalog Course Description**

Student practice in choreographing a concert dance work for public performance

**Learning Outcomes**

In this course, the student will:

- Develop an understanding of concert dance choreography as a unique art form.
- Experience working with designers and dancers on a new dance work.
- Participate in the rehearsal and performance process of a new dance work.
- Participate in public performances of the UCF Annual Spring Dance Concert.
- Develop a sense of self and pride through the work accomplished.

**Methodology/Assessment**

Students will achieve these learning outcomes through participation in rehearsals, concert showings, technical rehearsals, and performances of new dance works created for the UCF Annual Spring Dance Concert.

**Required Materials for This Course**

- There is no textbook for this course.

**Attendance Policy**

It is imperative you attend and participate fully in auditions for dancers, every rehearsal, dance concert showings, design meetings, technical rehearsals, and all performances. As a choreographer in this course, you are part of a professional training program that places as much emphasis on self-discipline as it does skill development. Careless attendance/tardiness and poor attitude/behavior **WILL NOT BE TOLERATED!!!**

- No unexcused absences will be tolerated. Attendance is expected at all auditions, rehearsals, design meetings, concert showings, technical rehearsals, and performances for which you are called, unless you have made specific arrangements with the Professor.
- Any unexcused absence from concert showings, design meetings, technical rehearsals and/or performances will be immediate cause for dismissal from the concert and a failing grade in this course, unless you have permission **IN WRITING** to be away from the Professor. Make sure there is documentation to prove you are excused to miss!!!
- As well, tardiness will not be tolerated for rehearsals, concert showings, design meetings, technical rehearsals, and performances. Continual tardiness will be cause for removal of your piece from the concert, and your final semester grade will be lowered accordingly.
- Your final semester grade will be lowered one half letter grade for every tardy you accrue at auditions, design meetings, concert showings, technical rehearsals, and dress rehearsals on campus and at the Trinity Preparatory Theatre. You will be held responsible for checking in with the Professor **BEFORE** your required call times.

A “no excuse accepted” policy will be instituted with regard to call times once we relocate to the Trinity Preparatory Theatre for technical rehearsals and performances.

Not knowing how to get there, too much traffic, “my ride didn’t show up in time,” and other lame excuses for not meeting your required time calls will not be acceptable!! **PLAN AHEAD** so you don’t get into trouble.

- It is the policy of the University to reasonably accommodate absences due to observed religious holidays and/or University-sanctioned events whereby a student will be representing UCF. However, the student is responsible for any material covered during the absence(s). You must inform the Professor in writing two weeks prior to being away. Please also notify the Production Stage Manager and your Cast(s) who will be affected by your absence(s) so alternate arrangements can be made to cover for you.
- Emergencies will be handled individually and at the discretion of the Professor. Written verification will be required for extenuating circumstances.
- **DO NOT ATTEND REQUIRED CALLS IF YOU ARE ILL!!**

Contact the Professor/Stage Management immediately and seek medical attention. You may return when you are **not infectious**. If you miss auditions, rehearsals, concert showings, design meetings, technical rehearsals and/or performances due to illness, see a doctor or go to the Student Health Center – you must provide the Professor with written documentation **the first day you return** or the absence will not be counted as excused.

If you are unable to attend a required call, it is your responsibility to notify the Professor and Production Stage Manager of your absence via phone. Failure to do so will result in the absence being marked as unexcused, even if you provide written documentation when you return.

**Extra Credit**

No extra credit is offered in this class.

**Incomplete Grades**

The University of Central Florida catalog lists the following information regarding “incomplete grades”:

*A grade of “I” (Incomplete) may be assigned by the Professor when a student is unable to complete a course due to extenuating circumstances, and when all requirements can be completed in a short time following the end of the term. The student is responsible to arrange with the Professor for the completion of the requirements of the course. Effective with incomplete grades assigned in the Fall semester 1997 and thereafter, a student **CANNOT** graduate from the University with an “I” on the transcript. The incomplete must be changed within one year of the last day of the semester attempted or prior to graduation from the University, whichever comes first. Unresolved incomplete grades automatically will be changed to “F” by the Registrar’s Office. Unresolved “I” grades in courses graded with “S” or “U” will be converted to “U.”*

**Grading Policy**

It is the assumption of the Professor that each student in this course begins with a clean slate upon which they build and earn points towards their final grade. Grades are not “given” – they are “earned.” Therefore, equal weight will be placed on attendance at auditions, rehearsals, concert showings, design meetings, technical rehearsals, and quality of work and professional behavior/attitude.

Any lowering of the final grade due to attendance problems will be completed once all rehearsals, meetings and performances are completed, grades will be averaged. Grading questions should be discussed with the Professor by **private appointment only**.

The grading scale will be:

Letter Grade	Percentage
A	95%
A-	92%
B+	90%
B	85%
B-	80%
C+	75%
C	70%
C-	65%
D+	60%
D	55%
D-	50%
F	49% and below

**“The Golden Rule”**

Violations of student academic behavior standards are outlined in the Golden Rule, the University of Central Florida’s Student Handbook (<http://www.ucf.edu/goldenrule/>). As a UCF student, you are held responsible for knowing what is listed in “The Golden Rule” handbook.

**UCF Creed**

Integrity, scholarship, community, creativity, and excellence are the core values that guide our conduct, performance, and decisions.

**Integrity**

I will practice and defend academic and personal honesty.

**Scholarship**

I will cherish and honor learning as a fundamental purpose of my membership in the UCF community.

**Community**

I will promote an open and supportive campus environment by respecting the rights and contributions of every individual.

**Creativity**

I will use my talents to enrich the human experience.

**Excellence**

I will strive toward the highest standards of performance in any endeavor I undertake.

**Disclaimers**

1. The University of Central Florida is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon 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 accommodations 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. The instructional media and materials for this class are accessible to students with disabilities. Students who are having difficulty accessing them should contact the faculty member.
2. You will be expected to have daily access to the internet and e-mail, since the Professor and Production Stage Manager will be e-mailing you constantly about updates, additions and changes to the master schedule for rehearsals, concert showings, technical rehearsals, and performances.  
**YOU MUST USE KNIGHTS E-MAIL FOR ALL CORRESPONDENCE RELATED TO THIS CLASS!!**  
The Professor will not communicate with you via e-mail addresses outside the University system. If you do not have a Knights E-mail account, you need to activate one immediately.  
If you do not own a computer, there are computers accessible to you in all UCF computer labs, and most computer labs have computers connected to the internet. For further information on computer labs, please see the following website: [http://registrar.sdes.ucf.edu/webguide/index\\_quickfind.aspx](http://registrar.sdes.ucf.edu/webguide/index_quickfind.aspx).
6. **NO VIDEOTAPING OF PERFORMANCE WORK WILL BE ALLOWED WITHOUT THE CONSENT OF INDIVIDUAL STUDENTS AND DESIGNERS.**
7. Behavior disruptive to the continued success of this course and other students may result in one or more of the following actions:  
Academic Action – Taken by the Professor, Chair, or Dean of the College:
  1. Removal from the class session and loss of credit for a specific assignment, examination or project.
  2. Referral to Counseling
  3. Removal from the course with a grade of “F”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 upon request

**Course Requirements this Semester**

- Attendance at dancer auditions for the concert.
- Attendance and on time for every rehearsal for which you schedule.
- Attendance and on time for every design meeting for which you are scheduled.
- Attendance and on time for every concert showing as listed on the master schedule.
- Attendance and on time for every technical rehearsal for which you are called.
- Professional behavior and attitude with Dancers, Production Staff, Designers, Crew Members, Assistants, and the Professor.



**Choreography Syllabus Contract Agreement**

My signature below signifies that I have been given a copy of the syllabus for this course (DAA 3645, Choreography Practicum), and the Instructor has thoroughly explained all the information contained within.

I am in complete understanding of all the information in this syllabus, and I am aware of any consequences that may occur should I fail to complete assignments or attend class as required by this syllabus.

\_\_\_\_\_  
Student name (PRINT)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Cell Phone

### Academic Integrity

Students should familiarize themselves with UCF's Rules of Conduct at <<http://osc.sdes.ucf.edu/process/roc>>. According to Section 1, "Academic Misconduct," students are prohibited from engaging in

Unauthorized assistance: Using or attempting to use unauthorized materials, information or study aids in any academic exercise unless specifically authorized by the instructor of record. The unauthorized possession of examination or course-related material also constitutes cheating.

Communication to another through written, visual, electronic, or oral means: The presentation of material which has not been studied or learned, but rather was obtained through someone else's efforts and used as part of an examination, course assignment, or project.

Commercial Use of Academic Material: Selling of course material to another person, student, and/or uploading course material to a third-party vendor without authorization or without the express written permission of the university and the instructor. Course materials include but are not limited to class notes, Instructor's PowerPoints, course syllabi, tests, quizzes, labs, instruction sheets, homework, study guides, handouts, etc.

Falsifying or misrepresenting the student's own academic work.

Plagiarism: Using or appropriating another's work without any indication of the source, thereby attempting to convey the impression that such work is the student's own.

Multiple Submissions: Submitting the same academic work for credit more than once without the express written permission of the instructor.

Helping another violate academic behavior standards.

For more information about Academic Integrity, consult the International Center for Academic Integrity <<http://academicintegrity.org>>.

For more information about plagiarism and misuse of sources, see "Defining and Avoiding Plagiarism: The WPA Statement on Best Practices" <<http://wpacouncil.org/node/9>>.

#### Responses to Academic Dishonesty, Plagiarism, or Cheating

Students should also familiarize themselves with the procedures for academic misconduct in UCF's student handbook, *The Golden Rule* <<http://goldenrule.sdes.ucf.edu/docs/goldenrule.pdf>>. UCF faculty members have a responsibility for students' education and the value of a UCF degree, and so seek to prevent unethical behavior and when necessary respond to academic misconduct. Penalties can include a failing grade in an assignment or in the course, suspension or expulsion from the university, and/or a "Z Designation" on a student's official transcript indicating academic dishonesty, where the final grade for this course will be preceded by the letter Z. For more information about the Z Designation, see <<http://goldenrule.sdes.ucf.edu/zgrade>>. Course Accessibility Statement

The University of Central Florida is committed to providing access and inclusion for all persons with disabilities. Students with disabilities who need disability-related access in this course should contact the professor as soon as possible. Students should also connect with Student Accessibility Services (SAS) <<http://sas.sdes.ucf.edu/>> (Ferrell Commons 185, [sas@ucf.edu](mailto:sas@ucf.edu), phone 407-823-2371). Through Student Accessibility Services, a Course Accessibility Letter may be created and sent to professors, which informs faculty of potential access and accommodations that might be reasonable. Determining reasonable access and accommodations requires consideration of the course design, course learning objectives and the individual academic and course barriers experienced by the student.

#### Campus Safety Statement

Emergencies on campus are rare, but if one should arise during class, everyone needs to work together. Students should be aware of their surroundings and familiar with some basic safety and security concepts.

In case of an emergency, dial 911 for assistance.

Every UCF classroom contains an emergency procedure guide posted on a wall near the door. Students should make a note of the guide's physical location and review the online version at <[http://emergency.ucf.edu/emergency\\_guide.html](http://emergency.ucf.edu/emergency_guide.html)>.

Students should know the evacuation routes from each of their classrooms and have a plan for finding safety in case of an emergency.

If there is a medical emergency during class, students may need to access a first-aid kit or AED (Automated External Defibrillator). To learn where those are located, see <<http://www.ehs.ucf.edu/AEDlocations-UCF>> (click on link from menu on left).

To stay informed about emergency situations, students can sign up to receive UCF text alerts by going to <<https://my.ucf.edu>> and logging in. Click on "Student Self Service" located on the left side of the screen in the toolbar, scroll down to the blue "Personal Information" heading on the Student Center screen, click on "UCF Alert", fill out the information, including e-mail address, cell phone number, and cell phone provider, click "Apply" to save the changes, and then click "OK."

Students with special needs related to emergency situations should speak with their instructors outside of class.

To learn about how to manage an active-shooter situation on campus or elsewhere, consider viewing this video (<<https://youtu.be/NIKYajEx4pk>>).

#### Make-Up Assignments for Authorized University Events or Co-curricular Activities

Students who represent the university in an authorized event or activity (for example, student-athletes) and who are unable to meet a course deadline due to a conflict with that event must provide the instructor with documentation in advance to arrange a make-up. No penalty will be applied. For more information, see the UCF policy at <<http://policies.ucf.edu/documents/4-401.1MakeupAssignmentsForAuthorizedUniversityEventsOrCocurricularActivities.pdf>>

Religious Observances Students must notify their instructor in advance if they intend to miss class for a religious observance. For more information, see the UCF policy at <<http://regulations.ucf.edu/chapter5/documents/5.020ReligiousObservancesFINALOct17.pdf>>.

#### Deployed Active Duty Military Students

Students who are deployed active duty military and/or National Guard personnel and require accommodation should contact their instructors as soon as possible after the semester begins and/or after they receive notification of deployment to make related arrangements.