

# Course Syllabus

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## Syllabus

Once you have read the entire syllabus, please be sure to also read through the entire [FAQ](#) as that is also considered part of the syllabus. It won't make a lot of sense until you have read through all of this.

Link to [Class Calendar](#). The calendar will become the home page of our online classroom after the first couple of days of class.

### Instructor Contact

<b>Instructor</b>	Kristina Tollefson
<b>Teaching Assistants</b>	Megan Friend and Jessica Johnson
<b>Office</b>	PAC T-239
<b>Office Hours</b>	By Appointment. Schedule your appointment by going to <a href="http://www.tinyurl.com/ktdoodle">www.tinyurl.com/ktdoodle</a> ( <a href="https://doodle.com/poll/mnpc6zs387dwck5k">https://doodle.com/poll/mnpc6zs387dwck5k</a> ) and signing up for an available time.
<b>Phone</b>	office:407-823-4399 (no voice mail) cell:407-970-7042
<b>E-mail</b>	Please use mail within the online classroom. Please, please, please only course mail the individual you need to discuss your question with. DO NOT USE THE ALL INSTRUCTORS OR ALL TEACHING ASSISTANTS BOXES AT THE TOP OF COURSE MAIL. Doing so will delay and possibly prevent you from receiving a reply

	because it becomes unclear who is taking the lead.
<b>Contacting Me</b>	Please feel free to contact me on my cell phone if necessary. I do not take calls from sundown Friday to sundown Saturday and am often off on an adventure with my kids on Sunday. I am very available through course mail during the week but phone is best on weekends. I much prefer course mail to voice mail. It is <i>absolutely</i> ok to call my cell phone or text me. Just be sure to always tell me who you are especially if you text me.

### Should our papers be well written?

Yes. See Production Paper General Guidelines and What is the Rehearsal

## Course Information

<b>Course Name</b>	Theatre Survey for Majors
<b>Course ID &amp; Section</b>	THE 2020
<b>Credit Hours</b>	3
<b>Time and Location</b>	MW 9:30 - 10:20 HPA 112
<b>Format</b>	Mixed Mode "M" class (see below)
<b>Class Schedule</b>	<a href="#">Complete Class Calendar</a>

## Course Description

Designed to give you an overview of theatre, this course will include the nature and purpose of theatre and focus on the practice and creation of theatre using the UCF production process and professional theatre examples.

## Course Objectives

- understand the process and expectations of theatre at UCF
- list and describe the responsibilities of the artists that work on a theatrical production
- understand the steps, elements, and decisions that go into a theatrical production
- evaluate a performance of a play
- identify the types of theatre spaces
- understand professional theatre practices
- learn the format and expectations for the departmental Exit Critique

## What is an "M" class?

An "M" class is a mixed mode class. That means some of the work happens in an online classroom and some happens in a traditional face to face classroom. For us it means we will never have class on Fridays. That class time is instead accounted for online so you will have discussions and assignments in our online classroom throughout the semester.

## Course Philosophy

I believe students are as much responsible for their own educations as their professors. It is imperative that you read the assigned reading and do the assigned activities before coming to class. In class we can clarify and synthesize the information you have read and add real life examples and situations to help you understand. Please come to class with an open mind, a willingness to speak, and an enthusiasm for participation.

## Required Materials

- Stapler

Download the required readings from the department website under [Academics: Student Resources](#) (<http://theatre.ucf.edu/resources.php>) (<http://theatre.ucf.edu/resources.php>)

- Theatre UCF Student Handbook
- Theatre UCF Production Handbook
- Theatre UCF Stage Management Handbook
- Other required readings will be provided

## Strongly Recommended Texts

- *MLA Handbook for Writers of Research Papers* most recent edition
- <http://www.goldenrule.sdes.ucf.edu/> (<http://www.goldenrule.sdes.ucf.edu/>)

## Teaching Assistants

Megan Friend and Jessica Johnson are assisting me in teaching this course. One of their responsibilities is grading papers as indicated in the list of Assignments. We have divided the class by last name so Megan will be grading for last names that start with A-K and Jessica will cover last names that start with L - Z. This way you will have the same person (in addition to me) grading your papers throughout the semester. They will meet with you by appointment if you would like to discuss anything with them. They are happy to review any papers before you turn them in if you would like some feedback on how closely you are meeting the guidelines. Please do this at least 48 hours before the paper is due. If you have a question about your grade on a paper, please first go to the person who graded the paper before coming to me (unless I am the one who graded the paper). If you are not able to resolve your concern after speaking with the TA that graded your paper then you are more than welcome to come see me.

## Evaluation and Grading

**All Production Papers, Rehearsal Observation Reflection Papers, and the Viewer's Choice Assignment must be completed to receive a passing grade in this course. That means you can't decide to or accidentally skip any of them—you have to do them all.**

I will use the +/- grading system. Please keep all graded material from class on file until the end of the semester in case of grade discrepancies or a computer crisis. If a grade is missing from my grade book you must be able to provide me with the graded assignment to get credit for it. If at any time you receive a grade of a 1 for an assignment it usually means that I have been trying to reach you to discuss something about your assignment and I am hoping that by putting a 1 in the grade book I will get your attention so that we can resolve what ever questions I have prior to grading. It is likely not a final grade and will be revised after I finish grading your assignment.

Letter Grade	Points
A	93 – 100 points
A-	90 – 92 points
B+	87 – 89 points
B	83 – 86 points
B-	80 – 82 points

C+	77 – 79 points
C	73 – 76 points
C-	70 – 72 points
D+	67 – 69 points
D	63 – 66 points
D-	60 – 62 points
F	59 and below

## Assignments

Note: for any assignment that says Teaching Assistants are grading them, we have divided the class by first letter of last name. See above section Teaching Assistants.

Assignment	Points Possible	Graded By	Where To Turn It In
<a href="#">Syllabus Quiz</a>	15	Computer	Online
<a href="#">Audience and Etiquette Quiz</a> (online content)	10	Computer	Online
<a href="#">Acting Quiz</a> (online content)	10	Computer	Online
<a href="#">Royalties and Rights Quiz</a> (online content)	20	Computer	Online
<a href="#">The Business Side of Theatre Quiz</a> (online content)	10	Computer	Online
<a href="#">Unions and Organizations</a> (online content)	45	Computer	Online
<a href="#">Student Handbook Test</a>	75	Computer	Online

<a href="#">Production Handbook</a> Test	50	Computer	Online
<a href="#">Stage Management Handbook Test</a>	25	Computer	Online
<a href="#">Comprehensive Final</a> (%24CANVAS_OBJECT_REFERENCE%24/quizzes/idd6688feada6eddd611f4149edf0774e)	200	Computer	Online
<a href="#">Proof of Tickets</a> to all of the shows this semester.	20	GTAs	Online
<a href="#">PRODUCTION PAPER #1 Claims and Evidence</a>	25	GTAs	Online
<a href="#">PRODUCTION PAPER #2 Production Aesthetics - Design Elements</a>	50	GTAs	Online
<a href="#">PRODUCTION PAPER #3 Production Aesthetics - Live Elements</a>	50	GTAs	Online
<a href="#">PRODUCTION PAPER #4 Complete Paper Including All Sections</a>	100	GTAs	Online
<a href="#">Viewer's Choice</a>	50	GTAs	Online
<a href="#">Reh. Obs. <i>Monsters</i> Blocking/Acting Rehearsal</a>	25	Kristina	Online
<a href="#">Reh. Obs. <i>Hot Mikado</i> Staging/Music Rehearsal</a>	25	Kristina	Online
<a href="#">Reh. Obs. <i>Mice and Men</i> Blocking/Acting Rehearsal</a>	25	Kristina	Online
<a href="#">Reh. Obs. Tech Rehearsal + 5 EC for meeting early due date</a>	25	Kristina	Online
<a href="#">Reh. Obs. Production Meetings</a> (2 meetings)	25	Kristina	Online
<a href="#">Reh. Obs. Post-Project Reflection</a>	100	Kristina	Online
10 Two-minute Papers @ 5 points each (selected randomly throughout semester)	50	Kristina / GTAs	In Class

## Extra Credit Opportunities

Assignment	Additional Points Possible	Graded By
<a href="#">Syllabus Meme</a> Winner!	5 points	Kristina
Writing Center Consultation on Production Papers (must provide documentation)	2 points per paper	GTAs
Finding typo in handbook or other course materials-Send me a course mail	1 point each	Kristina
Submitting Notes--upload a copy of the notes you took in class each day and you can earn one point for each day if they are accurate and complete. See the Extra Credit section of Assignments for the links to upload.	1 point per class period	Kristina
Stamped Ticket to each show. Ticket must be turned in stapled to a full size piece of paper and is due on the day of the talk back for the show.	1 point each	GTAs
Completing Viewer's Choice Assignment by <b>early deadline</b>	+5 points	GTAs
Wear Correct Backstage Blacks to Class <b>on assigned day</b>	+2 points	Kristina

## Grading Key

To be able to provide the most feedback possible we will use these numbers to give some common notes on your papers. If you find a number added in the margins of your papers please refer to this list for details and also reference the [Self-Editing Guide](#).

1	Good Detail
2	Strong Thesis Statement
3	Good Title Format
4	Thank you for italicizing play titles! :)
5	Great Observation!
6	Strong Conclusion

7	Good Example
8	Avoid Contractions
9	Incorrect Title Format
10	Wrong Word
11	Italicize Play Titles
12	Punctuation Error or Missing Punctuation
13	Poorly Written Sentence - needs revision
14	Sentence Fragment
15	Run-on Sentence
16	Tense Shift (past to present or present to past)
17	Agreement Error (usually subject/verb or singular/plural)
18	Need to Provide More Detail or Support Your Claim
19	Avoid Empty Cliché, Slang Word or Phrase
20	Capitalization Error
21	Spelling Error
22	Commonly Confused Words--See Self Editing Guidelines for more info
23	Delete
24	Needs Revision / Additional Proofreading
25	Incorrect use of Discipline Specific Vocabulary. Be sure to check the terms in that section of the Additional Syllabus Documents Module

## Attendance Policy

I understand that you all have other classes and obligations pulling you in many directions and sometimes you get sick. For this reason I do not reduce your grade if you do not attend class. If you need to be gone from class for any reason please do not ask me for permission. This class is important and I will not give permission to miss class. It is up to you to make the choice to attend class or not. Daily two-minute papers will be used to track attendance. It is your responsibility to complete and submit a two-minute paper. If you come in late you must still turn in a two-minute paper with just your name and the date in order to not be counted absent. You are NOT penalized for poor attendance through point reduction but you can expect that your grade will be impacted if you do not attend every class because you will miss information about assignments and information you will be tested on. Every absence is an excused absence and will not reduce the grade you earn. This means you do not need to bring a doctor's note or other form of "excuse".

## General Assignment/Requirement Definitions

\*\*More detailed information can be found for each assignment in the Assignments link on the left hand



side.\*\*

**UCF Play Attendance:** You are required to see all [UCF productions](http://theatre.cah.ucf.edu/season.php#fall2013) (<http://theatre.cah.ucf.edu/season.php#fall2013>) this semester.

**Purchasing Tickets:** You must purchase your UCF Theatre tickets and turn in proof of this by the due date to ensure that the show does not sell out before you purchase a ticket. Be sure to follow the ticket policy for theatre majors which can be found in the Student Handbook. If you are cast in a show, on run crew, or ushering you do not need to purchase a ticket for that show, but you must document your participation in order to get full credit for the assignment. [See the Proof of Tickets Assignment](#) for more information.

**Stamped Tickets:** You are not required to turn in stamped tickets following your attendance at each production. If you want extra credit for your ticket, you must get your ticket stamped at the conclusion of the show. See the usher in the lobby following the show to get your stamp. If you forget, there is nothing you can do. They will not be stamped later. Extra Credit Stamped Tickets are due the day indicated in the calendar (The day the cast and crew is in class with us for the talk back). Ticket must be stapled to a full size piece of paper with your name. Must be turned in in class that day. Late tickets are not accepted. Tickets not STAPLED to a full size piece of paper are not accepted. Tickets put in my office mailbox or pinned to my door are not accepted. You get the idea.

**Production Papers:** You are required to complete four [Production Paper](#) assignments this semester.

**NOTE: Casting/Run Crew and the Production Papers:** *If you are cast in a show or on a run crew, you need to be particularly aware to be sure you complete all the required components of this course. If this is you, you must set up an appointment with me to discuss the plan for completion of your paper. You will have additional requirements because you will also have a slight advantage when writing your papers. The only way to confirm how this impacts you and your requirements is to meet with me. Not knowing this information will not be an excuse for not completing the paper correctly. Be sure to come see me well in advance.*

**Viewer's Choice:** You must attend one off-campus production at an Orlando area theatre and create a [Viewer's Choice Spark Video](#) which is due 72 hours after seeing the production. So, if you see the show at 8:00pm on a Thursday it is due at or before 8:00pm on Sunday. If you see a show at 2:00pm on Sunday it is due at or before 2:00pm on Wednesday. This show does not need to be expensive—tickets are available for as little as \$5 or \$10 but the longer you put this off, the fewer options you will have and the higher the likelihood that you will have to go to a more expensive production. Recommended venues for your viewer's choice production are the Orlando Shakespeare Theater and the Orlando Repertory Theatre; however, there are many other theatres that you can attend including Mad Cow Theatre, The Garden Theatre, touring shows at the Dr. Phillips Center, or others. *Theatre in your home town, theatre by children, improv, community theatre, high-school theatre, opera, ballet or other dance performances, concerts, theme park and related shows do not qualify—I encourage you to patronize those arts, but appropriate shows for this assignment are specifically professional theatre or musical theatre in the immediate Orlando area.*

**Rehearsal Observation Project:** To complete this project you attend rehearsals and meetings outside our regular class time. You will attend one hour of rehearsal for *each show this semester*. You will also attend 2 Production Meetings (for a total of 1 hour) and 1 hour of a technical rehearsal. The rehearsal schedule will be slightly different for each show but rehearsals will generally take place in the evenings between 6pm and

10pm and may also include one weekend day. Rehearsal locations vary by show. A tentative meeting schedule is linked at the top of the calendar page. Production Meetings are held in the Large Design Room (T244A) and tentative dates and times are in the department production calendar. Stage Management will be posting the daily rehearsal schedule calls to the Facebook Group: [Theatre Department Daily Calls \(https://www.facebook.com/groups/362822563867500/?fref=ts\)](https://www.facebook.com/groups/362822563867500/?fref=ts). You will write a response to each rehearsal you attend and will also write a post project reflection paper. It is not acceptable to get notes from someone else who attended the rehearsal—that is considered cheating. You are expected to attend the entire hour of rehearsal. If you turn in a paper for a rehearsal you did not attend, even in part, that is an act of cheating and you will be reported to Student Conduct. If you have any scheduling concerns please come see me immediately. Do not wait until it is too late to fix.

**NOTE: Casting and the Rehearsal Observation Project:** *If you are cast in a show you need to be particularly aware to be sure you complete all the required components of this course. If you are cast in a show you may still be able to write an observation of a rehearsal you are not called for or participating in from the perspective of an observer for the observation project. If this is not possible, I can arrange for you to see a rehearsal for another show at the end of the semester. If you are cast in a show I suggest you set up an appointment with me to discuss the plan for completion of your project. If you fail to meet with me within the first two weeks of classes it might not be possible for you to pass this course.*

**Two Minute Papers:** At the beginning of every class we will start with a two-minute paper. The topic will be from the previous class period, the required reading for the day, your opinion on a topic, etc. Be sure to write your name and date legibly on your two-minute paper so you receive credit for your attendance. Ten times in the semester on randomly selected dates 2-minute papers will be graded as part of the two-minute paper grade. THESE ARE GRADED ACTIVITIES WHICH MEANS THERE IS NO TALKING OR COMMUNICATING OF ANY KIND DURING THE TWO MINUTES AND UNTIL ALL PAPERS HAVE BEEN COLLECTED.

**Exams and Quizzes:** These will be given online and will relate to online content, departmental handbooks, and in class discussions. The online exams and quizzes are open book and open notes but you may **not** collaborate with anyone, provide information to anyone, or receive information from anyone. You may use your own notes and the handbooks. Any of any other materials without prior authorization will be considered academic dishonesty. The final will be comprehensive and cover material from all aspects of the entire semester.

## Missed Assignments/Make-Ups

Missed quizzes or exams cannot be made up. You have several days to complete each one online so plan your schedule accordingly. Remember that if your plan is to do it on the last day that something may come up that prevents you from completing it. It is best to plan to take the quiz or test earlier rather than later. And if you are ever out of town remember to adjust for time zones.

Late papers may be turned in through November 30 at 11:59pm. That is not their due date, that is the final late deadline for all papers if you want to get credit for completing them. No late papers or assignments will be accepted after that date and time. Late papers turned in within one week of the original due date will be

worth 75% of the original point value (25% will be deducted which means the highest grade you could get for a perfect paper would be a C). All late papers more than one week late will be worth 50% of their original value. Remember that you are required to complete all of the papers and viewer's choice in order to pass this class. A C- is not a passing grade in theatre. If you fail to submit a paper by the cut off, the highest grade you can get in the class is a C- no matter what your course percentage is and you will be required to repeat this course.

## Paper Formatting

All papers must adhere to the following formatting guidelines:

- be typed and double-spaced
- be in Times New Roman or Ariel 12 point font
- have 1" margins on all sides
- have a header in the upper left hand corner of the first page which includes:
  - Name
  - Date
  - Theatre Survey for Majors
  - Name of Assignment
  - Word Count:
- have a title for the paper that is centered with no additional formatting (no bold, no underline, not increased font size--play titles in the title should be italicized though)
- be written using standard written English (standard capitalization, complete sentences, adequate transitions, no bullet points etc.—see self-editing checklist for further guidance on expected language, use, style).
- not exceed the maximum word count indicated for each individual assignment, explicitly included in your header on every assignment

## Course Expectations

### Academic Honesty

Plagiarism and cheating of any kind on an examination, quiz, or assignment will result at least in an "0" for that assignment (and may, depending on the severity of the case, lead to an "F" for the entire course) and will be subject to appropriate referral to the [Office of Student Conduct](http://osc.sdes.ucf.edu/fag#students) (<http://osc.sdes.ucf.edu/fag#students>) for further action. See the [UCF Golden Rule](http://www.goldenrule.sdes.ucf.edu/) (<http://www.goldenrule.sdes.ucf.edu/>) for further information. I will assume for this course that you will adhere to the academic [creed](http://creed.sdes.ucf.edu/) (<http://creed.sdes.ucf.edu/>) of this University and will maintain the highest standards of academic integrity. In other words, don't cheat by giving answers or information to others or taking them from anyone else. I will also adhere to the highest standards of academic integrity, so please do not ask me to change (or expect me to change) your grade illegitimately or to bend or break rules for one person that will not apply to everyone.

Violations of student academic behavior standards include (but are not limited to):

(1) 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.

Cheating includes (but is not limited to) crib sheets, copying answers from another student's exam, use of recording devices, use of a calculator capable of storing alphanumeric data, using any form of electronic communication during an exam, and gaining unauthorized prior access to current exams, old exams, or answers. It can be generally defined as giving or receiving aid in examinations or on assignments which are intended to be done individually or the presentation of the work of other persons as one's own. This includes rehearsal attendance—you MUST attend the required rehearsals yourself. You may not use another person's notes to write a rehearsal observation paper.

On in class quizzes and examinations, all information other than that which is in your head is unauthorized unless I specifically inform the class otherwise. No talking or communication of any type is authorized during the taking of an examination or quiz (including two minute papers) or between students who have completed the examination and those who have not. Any talking or looking in the direction of another person's paper is presumed to be cheating and will be treated as such. Leaving the room while taking an exam will be considered an attempt at academic dishonesty. Go to the restroom, gather tissues, extra pencils, etc. before the exam begins. The use of any electronic device during an exam will be considered an attempt at academic dishonesty.

(2) Any student failing to properly credit ideas or materials taken from another has plagiarized which is unacceptable and constitutes academic dishonesty. This is true even if you did not know you were doing something wrong. We will use MLA citation format in this class and you are **STRONGLY** encouraged to buy a copy of the MLA Handbook and follow it.

(3) A student who has assisted another in any of the aforementioned breach of standards shall be considered equally culpable.

Attempting to keep any form of an exam or quiz will be considered an act of academic dishonesty and will be cause for disciplinary action. Quiz and exam information may not be kept or stored in any way.

You are responsible for knowing the rules of cheating and plagiarism. You will be held accountable and responsible for your actions. Disciplinary action will be taken against those who violate a rule of conduct.

## Tips for Success

The following expectations will help you be successful in this course. Please carefully review these expectations and follow them.

1. Log into the course several times each week to check the course content, announcements, conversations, and discussions.
2. Keep up with the readings and assignments. Students who keep up with the daily reading and

assignments tend to do much better in an online course than those who do not.

3. Turn in your assignments on time.
4. Don't miss a quiz or exam. Missed quizzes and exams will earn you a zero.
5. There are almost 100 of you. There is one of me. Before you contact me directly with a question or problem with the class, please post your question to the appropriate Administrative Discussion Group and wait 24 hours. Please do what you can to help each other and to use the resources provided to find answers to your questions.
6. Remember that academic integrity will be appraised according to the student academic behavior standards outlined in [The Golden Rule](http://goldenrule.sdes.ucf.edu/) (<http://goldenrule.sdes.ucf.edu/>) of the University of Central Florida's Student Handbook.

## Notifications

Each semester, review your Notification settings to make sure you receive course information in a timely manner. Use the [notification guide \(http://guides.instructure.com/m/4144/l/73162-how-do-i-set-my-canvas-notification-preferences\)](http://guides.instructure.com/m/4144/l/73162-how-do-i-set-my-canvas-notification-preferences) to make adjustments.

## Inbox

Please use the email system (Inbox) within our online classroom to send me messages. This will prevent your message from becoming lost in my very active inbox.

Please, please, please only course mail the individual you need to discuss your question with if you have a question about the grade you received on an assignment. **DO NOT USE THE ALL INSTRUCTORS OR ALL TEACHING ASSISTANTS BOXES AT THE TOP OF COURSE MAIL.** Please, please, please. Thank you.

If you are unable to access the online classroom you can email me at my university email address. Please note we are now **REQUIRED** by UCF to **ONLY** email with you through your knights.ucf.edu email address. Please be sure you have activated your Knights Mail account.

The email system inside webcourses will be an integral part of this course. Make sure you:

1. Check your inbox at least twice per week (more often is better).
2. Be patient. Don't expect an immediate response when you send a message. Generally, two days is considered a reasonable amount of time to receive a reply. Remember there are 100 of you and only 1 of me! :)
3. Be courteous and considerate. Being honest and expressing yourself freely is very important but being considerate of others online is just as important as in the classroom.
4. Make every effort to be clear. Online communication lacks the nonverbal cues that fill in much of the meaning in face-to-face communication.
5. **DO NOT USE ALL CAPS.** (see what I did there?) This makes the message very hard to read and is considered "shouting." Check spelling, grammar, and punctuation (you may want to compose in a word processor, then cut and paste the message into the discussion or message).
6. Break up large blocks of text into paragraphs and use a space between paragraphs.

## Interaction Guidelines

Many of the "rules of the road" that apply to conversations also apply to the use of interactive tools used in this course. Use the following conventions when interacting with the instructor and fellow students:

1. While using synchronous tools, such as chat and conferences, be located in a quiet, private environment. This will help you stay clear of disturbances.
2. If you want to send a personal message to the instructor or to another student, use conversations rather than the discussions (see Conversations).
3. Be patient. Don't expect an immediate response when you post to a discussion. Response times will be longer on weekends.
4. Respect each other's ideas, feelings and experience.
5. Be courteous and considerate. It is important to be honest and to express yourself freely, but being considerate of others is just as important and expected online, as it is in the classroom.
6. Explore disagreements and support assertions with data and evidence.
7. Be sure to post discussions in the appropriate discussion topic.
8. Do not use postings such as "I agree," "I don't know either," "Who cares," or "ditto." They do not add to the discussion, take up space on the Discussions, and will not be counted for assignment credit.
9. Avoid posting large blocks of text. If you must, break them into paragraphs and use a space between paragraphs.
10. During a discussion assignment, deadlines for posting to and replying will be specified with each assignment. It is a good practice to always check the discussions tool multiple times during the week.
11. Use descriptive subject headings that refer to a particular assignment or topic.
12. Include a greeting and a signature in all email and conferences.
13. Never send or keep anything that you would be embarrassed to see on the evening news.

## Viruses and Redundancy

A virus can spell disaster. Your use of a reputable anti-virus program is a requirement for participation in this course.

Back up your files. Use cloud storage when possible. Technical issues can and will happen. These problems do occur and are really inconvenient, however, they are not a valid excuse for failing to get your work in on time.

### "My dog ate my homework."

"My hard drive crashed." "My modem doesn't work." "My printer is out of ink." These are today's equivalents of "My dog ate my homework." And these events really do occur and they are really inconvenient when they do. However, these are not valid excuses for failing to get your work in on time.

## Technical Resources

- UCF's [Learning Online](http://learn.ucf.edu) (<http://learn.ucf.edu>) website provides information about Support Services and resources available for distance learners (e.g., UCF Service Desk, UCF Computer Store, and campus computer labs).
- [Online@UCF Support](http://learn.ucf.edu/support/) (<http://learn.ucf.edu/support/>) provides technical support for students taking online courses at UCF.
- [Knights Online](http://learn.ucf.edu/knights-online/) (<http://learn.ucf.edu/knights-online/>): Resources specific for online students including Webcourses@UCF tutorials.

## Computer Access and Equipment

1. Regular computer access is a requirement for this course. Check the online classroom at least twice a week though you are encouraged to check more often--even daily.
2. Regularly back up all of your work. If your hard drive crashes and wipes out your assignment you are still responsible for turning them in on time.
3. Invest in a decent surge protector for your computer. Remember we are in the [lightning capitol of North America](http://www.nps.gov/cana/naturescience/upload/Fire%20Regime.pdf) (<http://www.nps.gov/cana/naturescience/upload/Fire%20Regime.pdf>).
4. We are dealing with technology, so don't expect miracles. Technology can not be 100% reliable. Therefore, do not wait until the last minute for something. It would not be a welcome experience to find the system not responding when you feel you need it most. Consider yourselves forewarned and be prepared.

## Face to Face Classroom Expectations

1. Turn your phone off when in class--not just vibrate, but silent.
2. If you are using computers or other electronic devices during class to do something that is not related to class, you will be asked to put it away and not use it the rest of class. Please don't Facebook while in class. That is rude.
3. Don't eat loud, distracting food during class. Quiet foods are fine.

## University Writing Center

### University Writing Center

Colbourn 105

Satellite Locations: Main Library, Rosen Library & Online

407-823-2197 <http://uwc.cah.ucf.edu/> (<http://uwc.cah.ucf.edu/>)

The University Writing Center (UWC) offers writing support to UCF students from first-year to graduate in every discipline. Trained peer consultants provide help at every stage of the writing process, including understanding assignments, researching, drafting, revising, incorporating sources, and learning to proofread and edit. The UWC's purpose is not merely to fix papers or to make better writers, but to teach writers



strategies to navigate complex situations for writing, both in and outside the University. Consultations are available for individuals and small groups. To make the best use of the UWC, visit far enough before your due date to allow yourself time to revise after your consultation, browse the writing resources on our website, and arrange a regular weekly appointment if you'd like long-term help. You may schedule a 45-minute appointment by phone or by using the TutorTrac scheduler on our website; walk-in consultations are also available. In addition, the UWC seeks graduate and undergraduate tutors from all majors; contact the UWC to learn more about peer writing consulting and ENC 4275/5276: Theory & Practice of Tutoring Writing, our three-credit tutor-education course.

You can receive 2 points of extra credit on every production paper if you have your paper reviewed by the writing center at least 48 hours prior to the due date for your paper and copy the writing center consultation email into the comments section of your online paper submission. **YOU MUST TAKE A COPY OF ALL OF THE ASSIGNMENT GUIDELINES WITH YOU TO THE CONSULTATION.**

## Policy Statements

### Academic Integrity

Students should familiarize themselves with [UCF's Rules of Conduct](http://osc.sdes.ucf.edu/process/roc) (<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, students may consult [The Center for Academic Integrity](https://academicintegrity.org/) (<https://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)" (<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). <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> <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](http://sas.sdes.ucf.edu) <http://sas.sdes.ucf.edu> (Ferrell Commons 185, [sas@ucf.edu](mailto: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 in our class, everyone needs to work together. Students should be aware of the 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. Please make a note of the guide's physical location and consider reviewing the online version at [http://emergency.ucf.edu/emergency\\_guide.html](http://emergency.ucf.edu/emergency_guide.html) [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, we may need to access a first aid kit or AED (Automated External Defibrillator). To learn where those items are located in this building, see <http://www.ehs.ucf.edu/workplacesafety.html> <http://www.ehs.ucf.edu/Workplacesafety> (click on link from menu on left).
- To stay informed about emergency situations, sign up to receive UCF text alerts by going to [my.ucf.edu](http://my.ucf.edu) <http://my.ucf.edu> and logging in. Click on "Student Self Service" located on the left side of the screen in the tool bar, scroll down to the blue "Personal Information" heading on your Student Center screen, click on "UCF Alert," fill out the information, including your 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.

[You CAN Survive an Active Shooter](https://youtu.be/NIKYajEx4pk) (<https://youtu.be/NIKYajEx4pk>)



<https://youtu.be/NIKYajEx4pk>

## Deployed Active Duty Military Students

If you are a deployed active duty military student and feel that you may need a special accommodation due to that unique status, please contact your instructor to discuss your circumstances.

## Copyright

This course may contain copyright protected materials such as audio or video clips, images, text materials, etc. These items are being used with regard to the Fair Use doctrine in order to enhance the learning environment. Please do not copy, duplicate, download or distribute these items. The use of these materials is strictly reserved for this online classroom environment and your use only. All copyright materials are credited to the copyright holder.

## Third-Party Software and FERPA

During this course you might have the opportunity to use public online services and/or software applications sometimes called third-party software such as a blog or wiki. While some of these could be required assignments, you need not make any personally identifying information on a public site. Do not post or provide any private information about yourself or your classmates. Where appropriate you may use a pseudonym or nickname. Some written assignments posted publicly may require personal reflection/comments, but the assignments will not require you to disclose any personally identity-sensitive information. If you have any concerns about this, please contact your instructor.

## Turn it in.com

In this course we will utilize turnitin.com, an automated system which instructors can use to quickly and easily compare each student's assignment with billions of web sites, as well as an enormous database of student papers that grows with each submission. All work you submit is subject to this evaluation. After the assignment is processed, as an instructor I receive a report from turnitin.com that states if and how another

author's work was used in the assignment. For a more detailed look at this process, visit

<http://www.turnitin.com> (<http://www.turnitin.com/>).

## Adult Content

There may be plays and materials in this course which express adult or controversial themes as well as strong language. If this presents a problem for you, please see me immediately to address your concerns, discuss possible alternative assignments, and assess your changes for success in the course.

## Religious Observance

In the face to face portion of this course I will reasonably accommodate absences due to observed religious holidays, however, you will be held responsible for any material covered during the absence.

Accommodations are not necessary for the online requirements as you will have multiple days to complete each component. By 8/30 please provide me with a list of the holiday's that will require you to miss class (Using Inbox). If you do not provide me with a list by this date, I may not have the ability to provide appropriate accommodations.

## Additional Syllabus Information

Additional Syllabus information can be found in the Modules link. Be sure you have reviewed the [Additional Syllabus Documents](#) as they are also part of the Syllabus for this course. I broke the information up to make it easier to find and to prevent this page from becoming too lengthy.

## Importance of Syllabus Quiz

As of Fall 2014, all faculty members are required to document students' academic activity at the beginning of each course. In order to document that you began this course, please complete the syllabus quiz as soon as possible. Failure to do so will result in a delay in the disbursement of your financial aid.

## Changes to the Syllabus












Changes to the syllabus, policies, guidelines, procedures, etc. may be necessary throughout the semester. You will be notified of any updates or changes.














## Advice From Past Theatre Survey Students















1. "Try really hard to come to all classes--those notes bonus points can be a big help."
2. "ALWAYS write your rehearsal observation response immediately after seeing the rehearsal."
3. "GO TO REHEARSALS! Even if you think you can lie your way through you can't--so GO!"
4. "Take notes during every class--even the guest speakers"
5. "Use the rubrics to help you write your papers. You will get better grades."
6. "Be prepared to watch a lot of plays."














7. "When writing the papers elaborate on everything and use details to support everything you say."
8. "Do your viewer's choice IMMEDIATELY."
9. "Do all of your own work and don't show anyone your papers even if you are just trying to help."
10. "Don't procrastinate." This is always said by at least 60% of every class.
11. "Follow the syllabus word for word."

## Course Summary:











Date	Details	
Wed Aug 22, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734781">Introduction to the Course Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734781)</a>	due by 9:30am
Fri Aug 24, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734765">Demystifying the Paper Assignments Part 1 Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734765)</a>	due by 9:30am
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734715">Syllabus Quiz (https://webcourses2c.instructure.com/courses/1292618/assignments/5734715)</a>	due by 9:30am
Mon Aug 27, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734729">Audience and Etiquette Quiz (https://webcourses2c.instructure.com/courses/1292618/assignments/5734729)</a>	due by 9:30am
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734801">Practice Paper Upload (optional) (https://webcourses2c.instructure.com/courses/1292618/assignments/5734801)</a>	due by 9:30am
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734845">Syllabus Memes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734845)</a>	due by 9:30am
Wed Aug 29, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734767">Demystifying The Paper Assignments Part 2 Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734767)</a>	due by 9:30am
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734719">Paper Formatting Quiz (https://webcourses2c.instructure.com/courses/1292618/assignments/5734719)</a>	due by 9:30am
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734803">PRODUCTION PAPER #1 Claims and Evidence (Human Error) (https://webcourses2c.instructure.com/courses/1292618/assignments/5734803)</a>	due by 9:30am
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734843">Stamped Human Error Ticket - 1 point extra credit Due in Class (https://webcourses2c.instructure.com/courses/1292618/assignments/5734843)</a>	due by 9:30am
Fri Aug 31, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734831">Human Error Talkback Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734831)</a>	due by 9:30am

Date	Details	
Tue Sep 4, 2018	 <a href="https://webcourses2c.instructure.com/calendar?event_id=1588847&amp;include_contexts=course_1292618">Remember Viewer's Choice is due 72 hours after you see the show!</a> <a href="https://webcourses2c.instructure.com/calendar?event_id=1588847&amp;include_contexts=course_1292618">(https://webcourses2c.instructure.com/calendar?event_id=1588847&amp;include_contexts=course_1292618)</a>	12am
Wed Sep 5, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734813">Proof of Tickets</a> ( <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734813">https://webcourses2c.instructure.com/courses/1292618/assignments/5734813</a> )	due by 9:30am
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734711">The Business Side of Theatre Quiz</a> <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734711">(https://webcourses2c.instructure.com/courses/1292618/assignments/5734711)</a>	due by 9:30am
Fri Sep 7, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734799">Partner Theaters Class Notes</a> <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734799">(https://webcourses2c.instructure.com/courses/1292618/assignments/5734799)</a>	due by 9:30am
Mon Sep 10, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734713">Student Handbook Test</a> ( <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734713">https://webcourses2c.instructure.com/courses/1292618/assignments/5734713</a> )	due by 9:30am
Wed Sep 12, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734789">Making Theatre Your Career Class Notes</a> <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734789">(https://webcourses2c.instructure.com/courses/1292618/assignments/5734789)</a>	due by 9:30am
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734727">Royalties and Rights Quiz</a> ( <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734727">https://webcourses2c.instructure.com/courses/1292618/assignments/5734727</a> )	due by 9:30am
Fri Sep 14, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734815">Reh. Obs. Monsters</a> ( <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734815">https://webcourses2c.instructure.com/courses/1292618/assignments/5734815</a> )	due by 9:30am
Wed Sep 19, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734833">Sound Design Class Notes</a> ( <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734833">https://webcourses2c.instructure.com/courses/1292618/assignments/5734833</a> )	due by 11:30am
Fri Sep 21, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734763">Costume Design Class Notes</a> <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734763">(https://webcourses2c.instructure.com/courses/1292618/assignments/5734763)</a>	due by 11:30am
Mon Sep 24, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734721">What does a Stage Manager do?</a> <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734721">(https://webcourses2c.instructure.com/courses/1292618/assignments/5734721)</a>	due by 9:30am
Wed Sep 26, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734787">Lighting Design Class Notes</a> <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734787">(https://webcourses2c.instructure.com/courses/1292618/assignments/5734787)</a>	due by 11:30am
Fri Sep 28, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734785">Iphigenia Talkback Class Notes</a> <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734785">(https://webcourses2c.instructure.com/courses/1292618/assignments/5734785)</a>	due by 11:30am














Date	Details	
Mon Oct 1, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734735">Stage Management Handbook Test (https://webcourses2c.instructure.com/courses/1292618/assignments/5734735)</a>	due by 9:30am
Wed Oct 3, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734805">PRODUCTION PAPER #2 Production Aesthetics - Design Elements (Monsters) (https://webcourses2c.instructure.com/courses/1292618/assignments/5734805)</a>	due by 9:30am
Wed Oct 3, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734837">Stamped She Kills Monsters Ticket - 1 point extra credit Due in Class (https://webcourses2c.instructure.com/courses/1292618/assignments/5734837)</a>	due by 9:30am
Wed Oct 3, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734829">Scene Design Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734829)</a>	due by 11:30am
Fri Oct 5, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734819">Reh. Obs. Hot Mikado (https://webcourses2c.instructure.com/courses/1292618/assignments/5734819)</a>	due by 9:30am
Fri Oct 5, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734769">Directing Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734769)</a>	due by 11:30am
Mon Oct 8, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734825">Reh. Obs. Tech Rehearsal - Either Monsters or Hot Mikado (+ 5 EC if you observe tech for Monsters and submit by 9/17) (https://webcourses2c.instructure.com/courses/1292618/assignments/5734825)</a>	due by 9:30am
Wed Oct 10, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734717">Acting Quiz (https://webcourses2c.instructure.com/courses/1292618/assignments/5734717)</a>	due by 9:30am
Wed Oct 10, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734757">Acting Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734757)</a>	due by 11:30am
Fri Oct 12, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734759">Auditioning Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734759)</a>	due by 11:30am
Mon Oct 15, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734853">Viewer's Choice (+5 Extra Credit if turned in before 11:30am October 15) (https://webcourses2c.instructure.com/courses/1292618/assignments/5734853)</a>	due by 9:30am
Wed Oct 17, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734771">Dramaturgy Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734771)</a>	due by 11:30am
Fri Oct 19, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734855">Voice Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734855)</a>	due by 11:30am
Tue Oct 23, 2018	 <a href="https://webcourses2c.instructure.com/calendar?event_id=1588849&amp;include_contexts=course_1292618">Remember Viewer's Choice is due 72 hours after you see the show! (https://webcourses2c.instructure.com/calendar?event_id=1588849&amp;include_contexts=course_1292618)</a>	12am

Date	Details	
Wed Oct 24, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5778047">PRODUCTION PAPER #3 Production Aesthetics - Live Elements (Hot Mikado) (https://webcourses2c.instructure.com/courses/1292618/assignments/5778047)</a>	due by 9:30am
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734841">Stamped Hot Mikado Ticket - 1 point extra credit Due in Class (https://webcourses2c.instructure.com/courses/1292618/assignments/5734841)</a>	due by 9:30am
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734793">Movement Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734793)</a>	due by 11:30am
Fri Oct 26, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734797">Of Thee I Sing Talk Back Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734797)</a>	due by 11:30am
Wed Oct 31, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734761">Choreography, Vocal Direction and Musical Direction Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734761)</a>	due by 11:30am
Fri Nov 2, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734817">Reh. Obs. Mice and Men (https://webcourses2c.instructure.com/courses/1292618/assignments/5734817)</a>	due by 9:30am
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734835">Stage Management Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734835)</a>	due by 11:30am
Mon Nov 5, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734733">Unions and Organizations Quiz (https://webcourses2c.instructure.com/courses/1292618/assignments/5734733)</a>	due by 9:30am
Wed Nov 7, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734847">The Rehearsal Process Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734847)</a>	due by 11:30am
Fri Nov 9, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734857">Weapons and Stage Combat Class Notes (https://webcourses2c.instructure.com/courses/1292618/assignments/5734857)</a>	due by 11:30am
Sun Nov 11, 2018	 <a href="https://webcourses2c.instructure.com/calendar?event_id=1588845&amp;include_contexts=course_1292618">Remember Viewer's Choice is due 72 hours after you see the show! (https://webcourses2c.instructure.com/calendar?event_id=1588845&amp;include_contexts=course_1292618)</a>	12am
Wed Nov 14, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734823">Reh. Obs. Production Meetings (https://webcourses2c.instructure.com/courses/1292618/assignments/5734823)</a>	due by 9:30am
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734859">Wear Appropriate Tech Blacks to Class--2 points (https://webcourses2c.instructure.com/courses/1292618/assignments/5734859)</a>	due by 9:30am



Date	Details	
Fri Nov 16, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734849">The Tech Process Class Notes</a> <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734849">(<a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734849">https://webcourses2c.instructure.com/courses/1292618/assignments/5734849</a>)</a>	due by 11:30am
Fri Nov 16, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734791">Marketing and Advertising Class Notes</a> <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734791">(<a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734791">https://webcourses2c.instructure.com/courses/1292618/assignments/5734791</a>)</a>	due by 11:30am
Mon Nov 19, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734723">Production Handbook</a> ( <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734723">https://webcourses2c.instructure.com/courses/1292618/assignments/5734723</a> )	due by 9:30am
Wed Nov 21, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734821">Reh. Obs. Post-Project Reflection</a> <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734821">(<a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734821">https://webcourses2c.instructure.com/courses/1292618/assignments/5734821</a>)</a>	due by 9:30am
Wed Nov 21, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734773">Front of House Class Notes</a> <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734773">(<a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734773">https://webcourses2c.instructure.com/courses/1292618/assignments/5734773</a>)</a>	due by 11:30am
Fri Nov 23, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734775">How Much Does it Cost Class Notes</a> <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734775">(<a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734775">https://webcourses2c.instructure.com/courses/1292618/assignments/5734775</a>)</a>	due by 11:30am
Sun Nov 25, 2018	 <a href="https://webcourses2c.instructure.com/calendar?event_id=1588843&amp;include_contexts=course_1292618">Remember Viewer's Choice is due 72 hours after you see the show!</a> <a href="https://webcourses2c.instructure.com/calendar?event_id=1588843&amp;include_contexts=course_1292618">(<a href="https://webcourses2c.instructure.com/calendar?event_id=1588843&amp;include_contexts=course_1292618">https://webcourses2c.instructure.com/calendar?event_id=1588843&amp;include_contexts=course_1292618</a>)</a>	12am
Mon Nov 26, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734811">PRODUCTION PAPER #4 Complete Paper Including All Sections (Mice and Men)</a> ( <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734811">https://webcourses2c.instructure.com/courses/1292618/assignments/5734811</a> )	due by 9:30am
Mon Nov 26, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734839">Stamped Mice and Men Ticket - 1 point extra credit Due in Class</a> ( <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734839">https://webcourses2c.instructure.com/courses/1292618/assignments/5734839</a> )	due by 9:30am
Fri Nov 30, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734795">Octoroon Talkback Class Notes</a> <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734795">(<a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734795">https://webcourses2c.instructure.com/courses/1292618/assignments/5734795</a>)</a>	due by 11:30am
Mon Dec 3, 2018	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734725">Comprehensive Final Fall 2017</a> <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734725">(<a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734725">https://webcourses2c.instructure.com/courses/1292618/assignments/5734725</a>)</a>	due by 1:01pm
Sun Dec 16, 2018	 <a href="https://webcourses2c.instructure.com/calendar?event_id=1588841&amp;include_contexts=course_1292618">Remember Viewer's Choice is due 72 hours after you see the show!</a> <a href="https://webcourses2c.instructure.com/calendar?event_id=1588841&amp;include_contexts=course_1292618">(<a href="https://webcourses2c.instructure.com/calendar?event_id=1588841&amp;include_contexts=course_1292618">https://webcourses2c.instructure.com/calendar?event_id=1588841&amp;include_contexts=course_1292618</a>)</a>	12am



Date	Details
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734751">2 minute paper - (https://webcourses2c.instructure.com/courses/1292618/assignments/5734751)</a>
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734737">2 minute paper - Dramaturgy (https://webcourses2c.instructure.com/courses/1292618/assignments/5734737)</a>
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734739">2 minute paper - Front of House (https://webcourses2c.instructure.com/courses/1292618/assignments/5734739)</a>
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734741">2 minute paper - How much does it cost? (https://webcourses2c.instructure.com/courses/1292618/assignments/5734741)</a>
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734743">2 minute paper - Lighting (https://webcourses2c.instructure.com/courses/1292618/assignments/5734743)</a>
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734745">2 minute paper - Making Theatre Your Career (https://webcourses2c.instructure.com/courses/1292618/assignments/5734745)</a>
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734747">2 minute paper - Marketing (https://webcourses2c.instructure.com/courses/1292618/assignments/5734747)</a>
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734749">2 minute paper - Set Design (https://webcourses2c.instructure.com/courses/1292618/assignments/5734749)</a>
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734753">2 minute paper - Stage Combat (https://webcourses2c.instructure.com/courses/1292618/assignments/5734753)</a>
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734755">2 minute paper - Stage Management (https://webcourses2c.instructure.com/courses/1292618/assignments/5734755)</a>
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734777">How Much Does it Cost Game Show! (https://webcourses2c.instructure.com/courses/1292618/assignments/5734777)</a>
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734827">Roll Call Attendance (https://webcourses2c.instructure.com/courses/1292618/assignments/5734827)</a>
	 <a href="https://webcourses2c.instructure.com/courses/1292618/assignments/5734851">Typo Points (https://webcourses2c.instructure.com/courses/1292618/assignments/5734851)</a>



# Class Calendar

## Info About Department Production Calendar:

Please note: all dates and locations are subject to change. Please verify dates and times prior to attending. This is the overall calendar and individual productions may adjust the specifics of their calendar so follow along on the [Facebook Group](https://www.facebook.com/groups/362822563867500/?fref=ts) (<https://www.facebook.com/groups/362822563867500/?fref=ts>) for daily updates.

To find the actual production calendar go to this link and scroll to the very bottom:

<http://theatre.cah.ucf.edu/resources.php> (<http://theatre.cah.ucf.edu/resources.php>)

**\*\*Tentative Dates for Production Meetings CLICK HERE (<https://webcourses2c.instructure.com/courses/1292618/files/68614450/download?wrap=1>)\*\*** (remember you must attend two and write about them in one paper. Dates and times are subject to change and Facebook group will be the best place to get updates). Please make note of the due date for production meeting observations because the due date is before the end of the semester.

(Remember *everything is subject to change* and the callboard/ [Facebook Group](https://www.facebook.com/groups/362822563867500/?fref=ts) (<https://www.facebook.com/groups/362822563867500/?fref=ts>) should have the most up to date information regarding rehearsals and/or meetings.)

## Complete Class Calendar

Please note: All OPEN times are 10:30am (after class) and all DUE DATE and CLOSE times are			
DATE	TOPIC	READING BEFORE CLASS	ASSIGN / OPENS ONLI
M 20- Aug	Introduction to the Course	Syllabus	<ul style="list-style-type: none"> <li>•<a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">Syllabus Quiz</a> (<a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">https://webcourses2c.instructure.com/courses/1292618/quizzes/175</a>)</li> <li>--must look at all links of the <a href="https://webcourses2c.instructure.com/courses/1292618/assignment/syllabus">Syllabus</a> (<a href="https://webcourses2c.instructure.com/courses/1292618/assignment/syllabus">https://webcourses2c.instructure.com/courses/1292618/assignment/syllabus</a>) and <a href="https://webcourses2c.instructure.com/courses/1292618/modules/17">Additional Sy Documents</a> (<a href="https://webcourses2c.instructure.com/courses/1292618/modules/17">https://webcourses2c.instructure.com/courses/1292618/modules/17</a>)</li> <li>prior to getting 100% on the :</li> </ul>

quiz to unlock the rest of the

•Download Department Hand  
[Undergraduate Student,  
Production, and Stage  
Management](http://theatre.cah.ucf.edu/resources.php)  
([http://theatre.cah.ucf.edu  
/resources.php](http://theatre.cah.ucf.edu/resources.php))

•Go see [Human Error](http://theatre.cah.ucf.edu/ev)  
(<http://theatre.cah.ucf.edu/ev>)  
(Aug 23-Aug 26)

•[Purchase your tickets for  
shows this semester](http://theatre.cah.ucf.edu/tick)  
(<http://theatre.cah.ucf.edu/tick>)

. Theatre student pricing is o  
available in person at the bo:

•[Syllabus Memes](https://webcourses2c.instructure.com/courses/1292618/pages/syllabus-memes)  
([https://webcourses2c.instruc  
/courses/1292618/pages/sylla  
memes](https://webcourses2c.instructure.com/courses/1292618/pages/syllabus-memes)) for extra credit

After you pass the Syllabus c  
need to take the [Paper Form  
Quiz](https://webcourses2c.instructure.com/courses/1292618/quizzes/175)

([https://webcourses2c.instruc  
/courses/1292618/quizzes/175](https://webcourses2c.instructure.com/courses/1292618/quizzes/175))  
before your first paper is due

[Read](https://webcourses2c.instructure.com/courses/1292618/quizzes/175)  
([https://webcourses2c.instruc  
/courses/1292618/quizzes/175](https://webcourses2c.instructure.com/courses/1292618/quizzes/175))

[Audience and Etiquette](https://webcourses2c.instructure.com/courses/1292618/pages/the-audience-and-theatre-etiquette)  
([https://webcourses2c.instruc  
/courses/1292618/pages/the-a  
and-theatre-etiquette](https://webcourses2c.instructure.com/courses/1292618/pages/the-audience-and-theatre-etiquette))

[Audience and Etiquette Qu](https://webcourses2c.instructure.com/courses/1292618/quizzes/175)  
([https://webcourses2c.instruc  
/courses/1292618/quizzes/175](https://webcourses2c.instructure.com/courses/1292618/quizzes/175))

opens

				(remember you have to click and read all links in <a href="https://webcourses2c.instructure.com/courses/1292618/assignment/syllabus">Syllabus</a> ( <a href="https://webcourses2c.instructure.com/courses/1292618/assignment/syllabus">https://webcourses2c.instructure.com/courses/1292618/assignment/syllabus</a> ) and <a href="https://webcourses2c.instructure.com/courses/1292618/modules/17">Additional Sy Documents</a> ( <a href="https://webcourses2c.instructure.com/courses/1292618/modules/17">https://webcourses2c.instructure.com/courses/1292618/modules/17</a> and get 100% on Syllabus Quiz before you will have access to this content and quiz)
W	22-Aug	•Demystifying the Paper Assignments: Production Papers	•Read <a href="https://webcourses2c.instructure.com/courses/1292618/pages/what-is-a-production-paper-assignment-guidelines">Production Paper Assignment Guidelines</a> ( <a href="https://webcourses2c.instructure.com/courses/1292618/pages/what-is-a-production-paper-assignment-guidelines">https://webcourses2c.instructure.com/courses/1292618/pages/what-is-a-production-paper-assignment-guidelines</a> )	

			<p><a href="https://webcourses2c.instructure.com/courses/1292618/pages/what-is-a-production-paper-assignment-guidelines">https://webcourses2c.instructure.com/courses/1292618/pages/what-is-a-production-paper-assignment-guidelines</a></p> <ul style="list-style-type: none"> <li>•Read Student Handbook: Exit Critique</li> </ul>
M	27-Aug	<ul style="list-style-type: none"> <li>•Demystifying the Paper Assignments: The Rehearsal Observation Assignment</li> </ul>	<p><a href="#">Read Rehearsal Observation Guidelines</a></p> <p><a href="https://webcourses2c.instructure.com/courses/1292618/pages/what-is-the-rehearsal-observation-project-assignment-guidelines">https://webcourses2c.instructure.com/courses/1292618/pages/what-is-the-rehearsal-observation-project-assignment-guidelines</a></p>

**Please note:** Because the remainder of class periods rely heavily on guest speakers and I have not yet re subject to change, sometimes at the last minute. Please bear with me as we do our best to accommodate expertise with you. Thanks!

W	29-Aug	Human Error Talkback		<p>Read <a href="https://webcourses2c.instructure.com/courses/1292618/pages/the-business-side-of-theatre">The Business Side of Theatre</a> (<a href="https://webcourses2c.instructure.com/courses/1292618/pages/the-business-side-of-theatre">https://webcourses2c.instructure.com/courses/1292618/pages/the-business-side-of-theatre</a>) Online Content</p> <p><a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">The Business Side of Theatre</a> (<a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">https://webcourses2c.instructure.com/courses/1292618/quizzes/175</a>) opens</p>
M	3-Sep	NO SCHOOL LABOR DAY		<p><a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">Student Handbook Test</a> (<a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">https://webcourses2c.instructure.com/courses/1292618/quizzes/175</a>) Opens</p>
W	5-Sep	<p>Partner Theatres:</p> <ul style="list-style-type: none"> <li>•<a href="http://www.orlandorep.com/">Orlando Repertory Theatre (ORT)</a></li> <li>•<a href="http://www.orlandoshakes.org/">Orlando Shakespeare Theater (OST)</a></li> </ul>	<p>Read the web sites for our Partner Theatres and bring a question about one or both to class that you did not find answered on their websites</p>	<p>Read <a href="https://webcourses2c.instructure.com/courses/1292618/pages/royalties-and-rights">Royalties and Rights</a> (<a href="https://webcourses2c.instructure.com/courses/1292618/pages/royalties-and-rights">https://webcourses2c.instructure.com/courses/1292618/pages/royalties-and-rights</a>) Online Content</p> <p><a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">Royalties and Rights Quiz</a> (<a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">https://webcourses2c.instructure.com/courses/1292618/quizzes/175</a>) opens</p> <p>(<a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">https://webcourses2c.instructure.com/courses/1292618/quizzes/175</a>)</p>
M	10-Sep	Making Theatre Your Career with Anne Hering (No Kristina)		

W	12-Sep	Costume Design	Read PRODUCTION HANDBOOK: Costume Production Positions	
F	14-Sep	Non-Class Day		
M	17-Sep	Lighting Design	Read PRODUCTION HANDBOOK: Lighting Production Positions	<a href="https://webcourses2c.instructure.com/courses/1292618/pages/what-a-stage-manager-do">What Does A Stage Manager Do</a> ( <a href="https://webcourses2c.instructure.com/courses/1292618/pages/what-a-stage-manager-do">https://webcourses2c.instructure.com/courses/1292618/pages/what-a-stage-manager-do</a> ) Quiz open
W	19-Sep	Scene Design (No Kristina)	<a href="https://webcourses2c.instructure.com/courses/1292618/pages/theatre-spaces-and-props">Read Theatre Spaces and Props</a> ( <a href="https://webcourses2c.instructure.com/courses/1292618/pages/theatre-spaces-and-props">https://webcourses2c.instructure.com/courses/1292618/pages/theatre-spaces-and-props</a> ) Online Content (No Quiz. Content on Final)  Read PRODUCTION HANDBOOK: <ul style="list-style-type: none"> <li>• Introduction</li> <li>• Spheres of Responsibility</li> <li>• Scenic Production Positions</li> </ul>	



M	24-Sep	Stage Management	<p>Read entire STAGE MANAGEMENT HANDBOOK</p> <p>Read PRODUCTION HANDBOOK:</p> <ul style="list-style-type: none"> <li>• SM Production Positions</li> </ul> <p>Read STUDENT HANDBOOK:</p> <ul style="list-style-type: none"> <li>• Use of Theatre Facilities &amp; Property</li> <li>• Smoking, Eating &amp; Drinking Policy</li> <li>• Theatre Safety Practices</li> </ul>	<p><a href="https://webcourses2c.instructure.com/courses/1292618/pages/class-c...">Stage Management Handb</a>  <a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">/courses/1292618/quizzes/175</a>          Opens</p>
W	26-Sep	TBA	<p>Read PRODUCTION HANDBOOK:          Sound Production Positions</p>	
M	1-Oct	How Much Does it Cost?		
W	3-Oct	<i>She Kills Monsters</i> Talkback		<p><a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">Acting Quiz</a>  <a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">/courses/1292618/quizzes/175</a></p>

				Opens
F	5-Oct	NON-CLASS DAY		
M	8-Oct	Directing		
W	10-Oct	Acting		
M	15-Oct	Auditioning	Read STUDENT HANDBOOK: Auditions and Casting	
W	17-Oct	Voice		
M	22-Oct	Movement		Be sure you have read and are working on the <a href="#">Unions and Professional Organizations</a> ( <a href="https://webcourses2c.instruc">https://webcourses2c.instruc</a>

				<a href="https://webcourses2c.instructure.com/courses/1292618/pages/unions-professional-organizations">/courses/1292618/pages/unions-professional-organizations</a> m for the quiz that opens next v
W	24-Oct	<i>Hot Mikado</i> Talk Back		
M	29-Oct	Choreography, Music Direction, and Vocal Direction		<a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">Unions / Professional Organizations Quiz (https://webcourses2c.instructure.com/courses/1292618/quizzes/175)</a> Opens
W	31-Oct	Weapons and Combat	Read PRODUCTION HANDBOOK: Firearm and Weapon Procedures	
F	2-Nov	NON-CLASS DAY		
M	5-Nov	Rehearsal Process	Read <a href="https://webcourses2c.instructure.com/courses/1292618/pages/rehearsal">Rehearsal Online Content (https://webcourses2c.instructure.com/courses/1292618/pages/rehearsal)</a> (No Quiz. Content will be on Final)	
W	7-Nov	Marketing and Advertising	Read STUDENT HANDBOOK: Marketing and Media, Photography Policy	

M	12- Nov	No School - Veteran's Day		<a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">Production Handbook</a> <a href="https://webcourses2c.instructure.com/courses/1292618/quizzes/175">Test Opens</a>
W	14- Nov	The Tech Process and Run	Read PRODUCTION HANDBOOK REVIEW: Production Calendar Timeline and Definitions	
M	19- Nov	The Role of the Understudy		
W	21- Nov	Front of House		
M	26- Nov	<i>Of Mice and Men</i> Talk Back		

W	28-Nov	TBD		
F	30-Nov	NON CLASS DAY		
	3-Dec	Final Exam		<a href="https://webcourses2c.instructure.com/courses/1292618/quizzes">Online Comprehensive Final Exam</a> ( <a href="https://webcourses2c.instructure.com/courses/1292618/quizzes">https://webcourses2c.instructure.com/courses/1292618/quizzes</a> ) Open at 10am

