

## TPA 5085C-0001 Design Seminar – 2 Credit Hours

Instructor: Vandy Wood  
Phone: 407-252-1520  
Email: [vandy@ucf.edu](mailto:vandy@ucf.edu)

MF: 8:30-10:20  
PAC T244A  
Office: T235

Office Hours: Monday 1-4 & Wednesday 12-3 by confirmed appointment  
[vandy@ucf.edu](mailto:vandy@ucf.edu)

---

### Course Description:

Design Seminar will provide students with advanced design experience in an environment constructed to focus on the collaborative aspects of design for theatre.

### Course Objectives:

This course is a graduate class, and assumes that students will perform at that level. Additional research assignments will be required in each project for grad students.

Students are expected to be able to:

Communicate and collaborate effectively with the other members of the artistic and production teams; Conduct advanced Visual Research; Properly document sources using the current MLA format; Analyze a play for scenery, lighting, costume or sound requirements; Analyze a play conceptually to apply to a design; Demonstrate ability to organize thoughts and state ideas in an organized fashion through classroom presentations; Create visual materials to support designs; Write a production statement that explains artistic choices; Provide feedback to peer work with justification; Demonstrate ability to process criticism productively; Participate in Group projects; Determine the effectiveness of design choices; apply cultural, historical, social, global, and/or personal contexts to the design of a play

### Required Texts:

None.

Select readings from Rosemary Ingham's *From Page to Stage* and Pam Howard's *What is Scenography* will be assigned.

You will also be required to obtain copies of all scripts related to design projects and to read any related material provided for the course.

### Expectations:

Since the Fall 2014 semester, UCF is required to comply with a federal financial aid regulation that states that in order to receive federal aid, students must be actively academically engaged (according to a federal definition) in each course in which they are enrolled. Without verification of this engagement, students will not receive their aid. Please post Part 1 and Part 2 of Project 1 in WebCourses to confirm your participation.

### Attendance and Participation:

You are expected to attend all scheduled class meetings and to contribute to

discussions.

### **Assignments:**

Weekly sketches and assignments:

Sketches: Complete 6 sketches each week – Due in class every Friday. We will look at and discuss sketches on Fridays and all sketches will be turned in on 4-23-18 (Total # 84).

Reading Assignments: Select readings from Rosemary Ingham's *From Page to Stage* and Pam Howard's *What is Scenography* will be assigned.

### **Procedures:**

- When sending me an email, please use your knights email if you want a reply.
- Do not be late. Frequent tardiness will count against your class participation and attendance grades.
- Assignments are due when it says they are due on the syllabus or project sheet.

### **Projects:**

There will be 4 major projects (A schedule, project requirement sheet, and rubric will be created in class for each project):

- 1 Project 1
- 2 Project 2
- 3 Project 3
- 4 Final Project

### **Grading:**

I will use a traditional 100 point grading scale with plus/minus rankings:

100%-93% = A; 92%-90% = A-; 89%-87% B+; 86%-83% = B;  
82%-80% = B; 79%-77% = C+; 76%-73% = C, 72%-70%= C-; etc.

Attendance and Participation: 15

Weekly Sketches and Assignments: 20

Design Projects 1-3: (15 each) 45

Final Design Project: 20

Total: 100

### **Class Schedule (Subject to Change):**

Week 1

M 1-8 Intro and Project 1 – Part 1 and 2

F 1-12 Work on Project 1 – Research Assignment Intro – Project 1 (Part 1 and 2) Due in WebCourses by 8:30am. Project 1 (Part 3) due in WebCourses by 11:59pm.

Week 2

M 1-15 MLK Day – No Class

F 1-19 Work on Project 1 - Sketches

Week 3

M 1-22 Work on Project 1 – Present Research Assignment

F 1-26 Work on Project 1 – Project 2 Intro - Sketches

Week 4

M 1-29 Present Project 1

F 2-2 Work on Project 2 - Sketches

Week 5

M 2-5 Work on Project 2

F 2-9 Work on Project 2 - - Sketches

Week 6

M 2-12 Work on Project 2

F 2-16 Work on Project 2 – Project 3 Intro - Sketches

Week 7

M 2-19 Work on Project 2

F 2-23 Work on Project 2 - Sketches

Week 8

M 2-26 Present Project 2

F 3-2 Work on Project 3 – No Class

Week 9

M 3-5 Work on Project 3

F 3-9 Work on Project 3 - Sketches

Week 10

M 3-12 – Spring Break

F 3-16 – Spring Break

Week 11

M 3-19 Work on Project 3

F 3-23 Discuss Final projects - Sketches

Week 12

M 3-26 Present Project 3

F 3-30 Work on Final Projects - Sketches

Week 13

M 4-2 DPAC - Work on Final Projects

F 4-6 DPAC - Work on Final Projects - Sketches

Week 14

M 4-9 DPAC - Work on Final Projects

F 4-13 DPAC - Work on Final Projects - Sketches

Week 15

M 4-16 Work on Final Projects

F 4-20 Work on Final Projects - Sketches

Week 16

M 4-23 – Last Class – Work on Final Projects

F 4-27 - Final Exam: 7:00-9:50 am

## **Policies:**

### **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.

### **Ethics statement**

As reflected in the UCF creed, integrity and scholarship are core values that should guide our conduct and decisions as members of the UCF community. Plagiarism and cheating contradict these values, and so are very serious academic offenses. Penalties can include a failing grade in an assignment or in the course, or suspension or expulsion from the university. Students are expected to familiarize themselves with and follow the University's Rules of Conduct (see <http://www.osc.sdes.ucf.edu/>).

### **Academic Integrity/Plagiarism**

Plagiarism and Cheating of any kind on an examination, quiz, or assignment will result at least in an "F" for that assignment (and may, depending on the severity of the case, lead to an "F" for the entire course) and may be subject to appropriate referral to the Office of Student Conduct for further action. See the UCF Golden Rule for further information. I will assume for this course that you will adhere to the academic creed of this University and will maintain the highest standards of academic integrity. In other

words, don't cheat by giving answers 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.

The following is a second sample Plagiarism Statement:

Many incidents of plagiarism result from students' lack of understanding about what constitutes plagiarism. However, you are expected to familiarize yourself with UCF's policy on plagiarism. All work you submit must be your own scholarly and creative efforts. UCF's Golden Rule defines plagiarism as follows: **"whereby another's work is used or appropriated without any indication of the source, thereby attempting to convey the impression that such work is the student's own."**

Similarly, please see an [Ethics statement](#).

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

UCF faculty members have a responsibility for your education and the value of a UCF degree, and so seek to prevent unethical behavior and when necessary respond to infringements of academic integrity. 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://z.ucf.edu/>.

For more information about UCF's Rules of Conduct, see <http://www.osc.sdes.ucf.edu/>.

### **Course Accessibility Statement**

It is my goal that this class be an accessible and welcoming experience for all students, including those with disabilities that may impact learning in this class. If anyone believes the design of this course poses barriers to effectively participating and/or demonstrating learning in this course, please meet with me (with or without a Student Accessibility Services (SAS) accommodation letter) to discuss reasonable options or adjustments. During our discussion, I may suggest the possibility/necessity of your contacting SAS (Ferrell Commons 185; 407-823-2371; [sas@ucf.edu](mailto:sas@ucf.edu)) to talk about academic accommodations. You are welcome to talk to me at any point in the semester about course design concerns, but it is always best if we can talk at least one week prior to the need for any modifications.

### **Student Grades**

Graded tests and materials in this course will be returned individually only by request. You can access your scores at any time using the Grades section of [Webcourses@UCF](mailto:Webcourses@UCF).

### **Technology/Software Requirements**

Students will be expected to have access to a computer frequently, as many assignments will require the use of specific software. The SPA computer lab is available when classes are not scheduled in the room, and those computers have all software necessary for the course installed.

### **Internet Usage**

All students at UCF are required to obtain a [Knight's Email account](#) and check it regularly for official university communications. If you do not own a computer, there are computer accessible to you in all UCF's 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).

## **Diversity and Inclusion**

The University of Central Florida considers the diversity of its students, faculty, and staff to be a strength and critical to its educational mission. UCF expects every member of the university community to contribute to an inclusive and respectful culture for all in its classrooms, work environments, and at campus events. Dimensions of diversity can include sex, race, age, national origin, ethnicity, gender identity and expression, intellectual and physical ability, sexual orientation, income, faith and non-faith perspectives, socio-economic class, political ideology, education, primary language, family status, military experience, cognitive style, and communication style. The individual intersection of these experiences and characteristics must be valued in our community.

Title IX prohibits sex discrimination, including sexual misconduct, sexual violence, sexual harassment, and retaliation. If you or someone you know has been harassed or assaulted, you can find resources available to support the victim, including confidential resources and information concerning reporting options at [www.shield.ucf.edu](http://www.shield.ucf.edu) and <http://cares.sdes.ucf.edu/>.

If there are aspects of the design, instruction, and/or experiences within this course that result in barriers to your inclusion or accurate assessment of achievement, please notify the instructor as soon as possible and/or contact Student Accessibility Services. For more information on diversity and inclusion, Title IX, accessibility, or UCF's complaint processes contact:

Title IX – EO/AA - <http://www.eeo.ucf.edu/> & [askanadvocate@ucf.edu](mailto:askanadvocate@ucf.edu)

Disability Accommodation – Student Accessibility Services -  
<http://sas.sdes.ucf.edu/> & [sas@ucf.edu](mailto:sas@ucf.edu)

Diversity and Inclusion Training and Events – [www.diversity.ucf.edu](http://www.diversity.ucf.edu)

Student Bias Grievances – Just Knights response team -  
<http://jkrt.sdes.ucf.edu/>

UCF Compliance and Ethics Office - <http://compliance.ucf.edu/> &  
[complianceandethics@ucf.edu](mailto:complianceandethics@ucf.edu)

Ombuds Office - <http://www.ombuds.ucf.edu>

## **UCF Cares**

During your UCF career, you may experience challenges including struggles with academics, finances, or your personal well-being. UCF has a multitude of resources available to all students. Please visit [UCFCares.com](http://UCFCares.com) if you are seeking resources and support, or if you are worried about a friend or classmate. Free services and information are included for a variety of student concerns, including but not limited to alcohol use, bias incidents, mental health concerns, and financial challenges. You can also e-mail [ucfcares@ucf.edu](mailto:ucfcares@ucf.edu) with questions or for additional assistance. You can

reach a UCF Cares staff member between 8 a.m. and 5 p.m. by calling 407-823-5607. If you are in immediate distress, please call Counseling and Psychological Services to speak directly with a counselor 24/7 at 407-823-2811, or please call 911.

### **Religious Observances**

It is my intention to encourage students of all faiths to observe religious holidays. Please plan your weeks to avoid conflicts. If it is not possible to complete a module without conflicting with a religious holiday, please contact me at least one week prior to the beginning of the week in question.