Course Meeting Times

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
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<tbody>
<tr>
<td>ALL</td>
<td>T/TH: 11:00 to 12:15 AM</td>
</tr>
<tr>
<td>LAB-801</td>
<td>M/W: 2-5pm</td>
</tr>
<tr>
<td>LAB-802</td>
<td>T/TH: 2-5pm</td>
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Location: THR 90 (Scene Shop) and other locations as designated

This course (lecture and lab) meets 8 hours each week with most of the learning happening during class. With the exception of the required crew assignment (see below: approximately 16-44 hours), little work outside of class time is anticipated. Several online safety training sessions will be utilized, but class time is compensated. The content is delivered in both large and small group formats depending on the material. During parts of the semester, you will engage in a rotational cycle according to your designated group, which is determined by LAB enrollment.

Instructor Information:

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Office Location and Hours</th>
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<tbody>
<tr>
<td>Stephen White – Lighting, Staffing and Crew Coordination</td>
<td><a href="mailto:swhite@uwm.edu">swhite@uwm.edu</a></td>
<td>T254, M, Th 1–2pm, email for other times</td>
</tr>
<tr>
<td>Chris Guse – Scenery and Sound, Course Administration</td>
<td><a href="mailto:cjg0001@uwm.edu">cjg0001@uwm.edu</a></td>
<td>T276, T, Th 8:30am-10:30pm, W 11am-1:30pm, email for other times</td>
</tr>
<tr>
<td>Denis Kavanagh – Lab Supervisor, Lecturer</td>
<td><a href="mailto:kavanagd@uwm.edu">kavanagd@uwm.edu</a></td>
<td>T92, M, T, W, Th 2-3pm</td>
</tr>
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Note: other faculty will deliver portions of this course content. The instructors welcome your interest in the areas they love. Seek them out if you would like to learn more – you are why they’re here!

Course Description:

This course allows you to participate in the practical application of skills, principles and techniques for the production and construction of theatrical scenery, properties, lighting and sound learned through concurrent lecture and demonstration. The coursework is introductory, accessible to any student and emphasizes safety and craftsmanship.

At the forefront of this curriculum is safety training as it relates to the operation of fabrication machinery, powered tools and hand tools. Hazardous materials, hot work and fire safety protocols are stressed. Body awareness and use of fall arrest systems, personnel lifts and ladders are included.

Each student will be issued a Check Out Badge. These badges must be worn prominently at all times the student is engaged in classwork, lab or production. As they progress through the safety and use portions of the curriculum, color-coded (see attached key) stickers will be awarded. They are only to be affixed to the badge by an instructor. This color coding not only serves as a quick indicator of what safe practice procedures the student has been trained in, but also satisfies University health and safety requirements.

Curricular Requirements:

Concurrent with this course, you must enroll in complimentary laboratory sessions. These sessions, taking place on either a Monday/Wednesday afternoon or Tuesday/Thursday afternoon cycle, reinforce the practical application of curriculum through the production and construction of all technological elements for each departmental (and inter-departmental) performance.

You must participate on ONE crew this semester Production Run Crew OR Build/Load Crew. A limited number of slots are available on run crews for each production. All slots are available on a first come, first serve basis by way of a sign up sheet that will be posted within the first 4 sessions of class. This is a serious and important commitment and you cannot complete this course without completing this assignment. If you need help adjusting your schedule, see Steve White asap.
**Equipment Requirements:**

- All:
  - OSHA/NIOSH approved safety glass or goggles and hearing protection
  - Check Out Badge
  - 16 or 25 foot tape measure. **We STRONGLY recommend the basic model, 25' Stanley tape measure.**
  - Pencils

  **NOTE:** Pay attention to clothing choices – **you WILL get dirty!** It should be possible to anticipate when painting might happen – on those days bring “paint clothes”. Other items to be aware of:
  - Hair secured out of the way
  - NO “drapey” sleeves
  - Appropriate necklines, and shoes
  - No shorts

- **Run Crews Only:**
  - Long sleeved t-shirt, long pants, socks and shoes - all black in color.

**Course Fees:**

These fees support the purchase of specialized consumable materials and/or equipment. These materials and equipment, in the form of finished products become the property of the student upon completion and grading.

- Additional tuition: $87.20
- Special course fee: $20.00

**Grading:**

**Note:** failure in any one of the 4 assessed areas results in failure of the course.

<table>
<thead>
<tr>
<th>Points</th>
<th>Description</th>
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| 50 pts | Attendance and participation in classroom sessions.  
1 free absence, -10 pts for each additional absence,  
-4 pts for each day late, early departure, or showing minimum effort (cumulative) |
| 10 pts | **Completion and quality assessment of toolbox project.**  
Assessment is based on the instructor’s evaluation of the effort displayed by the student weighed against the student’s individual skill and learning goals. |
| 60 pts | Attendance and participation in laboratory sections.  
1 free absence, -10 pts for each additional absence,  
-4 pts for each day late, early departure, or showing minimum effort (cumulative) |
| 30 pts | **Successful completion of run crew OR load-in crew assignment.**  
Weighted assessment is based on the cumulative evaluation of the student’s entire crew experience by the instructor and may include input from other Department of Theatre faculty/staff. |
| 150 pts | **150 total points possible** |

Attendance will be taken at the beginning of each class and laboratory session. Depending upon the area, you may be required to use a posted sign-in form. **If you arrive late you are responsible at the end of class to make sure the instructor knows you were present!**

You are responsible for tracking their grade status. Every effort is made to update D2L weekly. If you have questions concerning your grade or how grades are figured see Steve White.

Students with excused absences should set up an appointment with the instructor to obtain any information missed on the day in question but given the nature of the work “make-up” sessions are often not possible.

**Final grades will be determined using the following scale:**

- 140-150=A  
- 135-139=A-  
- 130-134=B+  
- 124-129=B  
- 120-123=B-  
- 115-119=C+  
- 109-114=C  
- 105-108=C-  
- 100-104=D+  
- 94-99=D  
- 90-93=D-  
- Lower than 90=F

**Extra Credit** – As we near public performances extra work sessions are needed (schedule below) and 7.5 points of extra credit can be earned for each additional production work session attended to a total maximum of 30 extra credit points. **Note:** Not every work session will be available for extra credit. **These must be arranged with Steve or Denis in advance.**
Work Calls:
6-9pm
February 19, 20, 21, 22, 26
9am-Noon & 1-5pm
Feb 10, 24

Daily work activity assessment: You will be working in the department’s production shops this semester. Faculty and staff expect the shops to function as a professional work environment layered into the learning process. As you engage in the production activities the faculty will be constantly monitoring and assessing your work in these ways:

Ø On time and engaged attendance at all work calls and run crew times.
Ø Effective and focused use of time assigned to a job
Ø Working in a collaborative and supportive manner with colleagues and supervisory personnel
Ø Demonstrating consistent and appropriate tool usage
Ø Demonstrating safe and appropriate work processes
Ø Demonstrating creative initiative in the work process
Ø Communicating in a clear and appropriate manner
Ø Actively engaged in “hands-on” creative learning processes to build technical skills

The expectation is that the student engages the learning process at a high level and works toward all the items listed above to the best of their ability. If not, you will be asked to leave the work call/class. The faculty cannot allow poor work to negatively affect the learning of the other students. Also, having someone on a team who is unable or unwilling to engage the work at hand is often unsafe. Anyone asked to leave the call will be recorded as absent for that day and their grade will be affected as listed above.

Tool Box Assessment Rubric

<table>
<thead>
<tr>
<th>Exceptional</th>
<th>Distinctive</th>
<th>Successful</th>
<th>Substandard</th>
<th>Failing</th>
<th>Failing</th>
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</thead>
<tbody>
<tr>
<td>A 10 points</td>
<td>B 9 points</td>
<td>C 8 points</td>
<td>D 7 points</td>
<td>F 6 points</td>
<td>F 0-5 points</td>
</tr>
<tr>
<td>Ideas clear</td>
<td>Ideas clear</td>
<td>Parts unclear</td>
<td>Unfocused</td>
<td>Unclear</td>
<td>Unclear</td>
</tr>
<tr>
<td>Project suggests time investment above &amp; beyond expectations</td>
<td>Project exhibits significant time investment</td>
<td>Project successfully completed</td>
<td>Project hastily put together</td>
<td>Project suggests minimal effort</td>
<td>Project suggests no effort</td>
</tr>
<tr>
<td>Exceptional application of tools learned from class</td>
<td>Strong application of tools learned from class</td>
<td>Good application of tools learned from class</td>
<td>Limited application of tools learned from class</td>
<td>Little application of tools learned from class</td>
<td>No application of tools learned from class</td>
</tr>
<tr>
<td>Project met deadlines</td>
<td>Project met deadlines</td>
<td>Project met deadlines</td>
<td>Project late one class period</td>
<td>Project exceptionally late</td>
<td>Project exceptionally late</td>
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Please see the link for university guidelines and bring your needs or concerns to our attention as soon as possible.

We will NOT meet during the scheduled final exam due to the nature of this course and its learning objectives.