

TH 401.02 – SETS/PROPERTIES PRODUCTION APPLICATION – *Jungalbook* **Spring 2002**

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Required Texts

Mast, Edward. *Jungalbook*. Louisville, KY: Anchorage Press, 1990. (*Available at University Store*)

Protocol, Policies, and Procedure in Theatre (*Available in the Bookstore*)

Produced by the Department of Theatre Arts, Central Washington University

Compiled by Associate Professor of Theatre Arts, Brenda Hubbard

The CWU Theatre Arts 2001-2002 Master Calendar (*Available On-Line*)

Produced by the Department of Theatre Arts, Central Washington University

Purpose

The purpose of this course is to provide a laboratory for students and faculty in which they can acquire and experiment with practical artistic skills and precepts, creating a cohesive theatrical production, which culminates in a public presentation.

Course Objectives

The objectives of this course include, but are not limited to, the following:

1. To provide a forum in which to integrate curriculum with a theatrical production.
2. To provide an environment where students can explore the collaborative process.
3. To provide a venue where students can acquire practical theatre-related skills.
4. To provide an experience where students can participate in a theatrical production from conception to culmination.

Learning Outcomes

The learning outcomes of this course include, but are not limited to the following:

1. Demonstrate knowledge of theatre protocol through participation in a theatrical production.
2. Demonstrate the ability to work as part of a team through participation in a theatrical production.
3. Accurately transfer information from one team member to another.
4. Find solutions to common problems encountered while working on a theatrical production.
5. Follow written and verbal instructions accurately.
6. Demonstrate the proper application of health and safety rules associated with your job description.
7. Competently use the tools, materials, equipment, and techniques associated with your job description.
8. Understand and/or perform the duties associated with a run crew.
9. Demonstrate an ability to meet deadlines.
10. Demonstrate an understanding of design unity.
11. Demonstrate an understanding of a dramatic text through *basic* script analysis techniques.
12. Fulfillment of job as specified in job description and through specific supervisor directive.

Assesment

Based on duties assigned, students will be evaluated on their ability to meet learning outcomes.

Attendance

Attendance is mandatory at the seven class sessions. Missing **one** of the formal class sessions will reduce your *potential grade* an entire letter grade. Missing a second class session will result in a *failing grade*.

Each student will receive a production calendar detailing which days he/she is required to work on the production. Since the success of the production is critical, daily attendance is mandatory. Missing **one** session, without a pre-arranged notification, will result in a *failing grade*.

Because some positions require fewer hours to complete, some students may be required to fulfill the remainder of their hours in one of the shops. Please refer to the following list to determine the amount of extra practicum hours your position requires.

Positions not requiring extra practicum hours

Technical Director	Properties Designer/Master	Assistant Designer
Assistant Tech Director	Technical Director	Master Electrician
Master Carpenter	Scenic Designer	Scenic Charge Artist
Other Unique positions of significant workload and merit		

**Some acting and assistant design positions might require extra hours of practicum.*

Positions requiring extra practicum hours

Position	Estimated Work/Lecture/ Strike/Debriefing Hours	Additional Practicum Hours
Props Runner	75	15
Set Shift/Deck Crew Chief	80	10
Set Shift Crew	75	15
*Special FX Operators	75	15
Pit Warden/Trap Coordinator	75	15
Fly Crew Chief	80	10
Fly Crew	75	15
Weapons Master	75	15

*Some positions may require less additional practicum hours, depending on the unique requirements of a given show.

Please Note:

Strikes are part of the Production Application Course and **cannot be counted as part of the 30 hour requisite for Theatre Lab.**

All of the hours are approximates based on previous productions. This list represents the standard formula for determining additional practicum hours. The hours associated with each position are subject to change per production at the discretion of the Faculty Production Manager, in conjunction with the Producing Artistic Director, the Technical Director, and the Director. All changes will be made in writing and will be posted prior to the first class/lecture.

Stage Managers and Production Managers may *concurrently* sign up for 1 Credit of Theatre Lab under the Management Section. The Management Section is monitored by the Director of the Production, in conjunction with the Faculty Production Manager.

Theatre Labs (formerly *Production Labs*) 1 credit = 30 hours of work.

The *30 hours* includes contact and practicum hours in one of the following areas:

1. Management (Stage Management and/or Production Management)
2. Costumes (also; Make-up, Wigs and Hair)
3. Scenery (also; Properties, Scene Painting)
4. Lighting and Sound
5. Publicity
6. Puppetry

Grading

Grading to be based on:

- attendance, promptness, meeting of deadlines, preparation, readiness, thoroughness of required research **25 points**
 - thoroughness of work, attention to detail, adherence to published job descriptions **25 points**
 - Communication skills, attitude, professionalism **25 points**
 - Overall quality of work of the final product **25 points**
- Total of points possible **100 points**

Course Calendar

<u>Class Session One: Introduction</u>		<u>Approx. Time</u>
Personnel Introductions/Attendance	Production Manager/Stage Manager	5-10
Introduction/Concept Statement	Director	10
Initial Dramaturgical Information	Dramaturg or Director	5
Design Presentation	Designers	15-20
Emergency Procedures	Technical Director	5
Company Announcements	Stage Manager	5
*Company Assignments	Director or Designers	5
Break into Sections: (@5 minutes transition time)		
Meet with your Instructor of Record to go over the following:		
Course Syllabus and Grading	Instructor of Record	10
Assignment of Hours/Supervisors	Instructor of Record	5
Schedule Meeting with Supervisors	Instructor of Record	5
Check for Protocol Book		
Announcements/Paperwork:	SM, ASM or PM	35
 <u>Class Session Two: Enrichment</u>		
Production and Calendar Updates	Production Manager	5
Announcements/Attendance Taken	Stage Manager	5
Lecture Period		45
Break into Sections:		
Specific Announcements/Assessment	Instructor of Record	5
Set up Training days/times with each individual	Instructor of Record	5
 <u>Class Session Three: Company Development</u>		
Production and Calendar Updates	Production Manager	5
Announcements/Attendance Taken	Stage Manager	5
Lecture Period		45
Break into Sections:		
Meet with your Instructor of Record for Announcements/Assessment		5
 <u>Class Session Four: Tech and Performance Prep/Company Run Thru</u>		
Production and Calendar Updates	Production Manager	10
Announcements/Attendance Taken	Stage Manager	5
Expectations: Tech Rehearsals and Performances	TD or Production Manager	15
Protocol Reminders	Production Manager	5
Break into Sections:		
Meet with your Instructor of Record for Announcements		10
Actors begin warm-ups		15
Company Run-thru		Length of Show
 <u>Class Session Five: Show #1 Strike</u>		
		3 hours
 <u>Class Session Six: Show #2 Strike</u>		
		3 hours
 <u>Class Session Seven: Debriefing</u>		
		1 hour

* Company Assignments

These are projects that the entire company works on to

- a) achieve a furthered understanding of the script (or an aspect specific to the production) and/or,
- b) further the collaborative process and sense of ensemble.

Ideas for these assignments include, but are not limited to;

Collage work, Box Projects, Emotional Response Projects, Learning a dance, Reading/Discussion of another play by the same playwright, Reading and creatively responding to other source material (poems, songs, novellas), group warm-ups and theatre games.