

Thea 1043.001/301: Costume 1

Instructor: Angie Malone (she/her)

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Class meets: Tues and Thursday 1-3:20 pm

Location: RFTP #251 - Costume Shop

Office Hours: By appointment only Tues/Thurs 12pm-1pm

Objective: To develop a fundamental understanding of the skills and processes involved in costuming for theatrical production, this course provides a combination of supervised instruction and laboratory experiences designed to acquaint you with the costume operation in a "hands-on" format. Students will be required to develop a reasonable mastery of the sewing machine and other equipment commonly in use in a costume shop. They will also be required to participate in drawing and painting exercises and will participate in movement exercises related to the wearing of costume. Class will include work preparing costumes for productions of the department and an introduction to the processes of costume design. You will learn basic sewing skills, organizational skills, and basic artistic skills relevant to creating costumes. You will also gain an understanding of the interrelationship of costume with the theatrical production as a whole and an introduction to the many and varied activities involved in costuming.

Attendance: Punctual attendance is mandatory for all classes. The class meets twice a week; 2.5 hours each class. This class is a combination of lecture, demonstration, discussion and lab. The lab is required. It is your time to work in class with my help. If you leave early you will lose class participation points. Much of the instruction will be in the form of demonstrations. Be ready to be tested on the video assigned and the information from these meetings. It will not be possible to repeat these demonstrations and/or lectures. Parking issues are not excused. Do not schedule work, job interviews, or doctor's appointments during class/lab times.

You will be responsible for material missed if absent. Ask a friend to teach you what you miss. Peer to peer teaching is an excellent way to reinforce skills learned and move information into long term memory.

Theatre is a career based on DEADLINES! Therefore non attendance has a direct correlation with poor and/or missed work. You are allowed 3 absences (10% of the total class meetings). You can earn over 100 points to be added to your grade. If you are present on time when I call roll you earn 4 points. If you come in during roll you lose ½ a point. If you come after roll is taken it is your responsibility to make sure you are marked present and will lose 1 point for the day. If you need to leave class or lab early for any reason even if it's a good one you will lose 1 point. If you are not actively participating in class by sewing, taking notes, or participating in discussion you will lose a point. If you have a bad attitude you will lose a point. If you are not prepared for class with supplies or presentations you will lose 1 point.

The easiest way to pass this class is to show up, participate and turn in assignments! I am an easy grader if you put in the effort! I don't expect perfection. Practice makes progress. Don't let perfection keep you from turning in assignments!

Text: No required textbook: selections from many of the sources listed below will be copied for your reading. These should be included in your sewing binder. Selected text from The Costume Technician's Handbook by RoseMary Ingham and Liz Covey, The complete Book of Sewing a Practical step-by-step guide to sewing techniques,

There will be lots of handouts! Please organize them into your binders and read them closely! You will be tested over this knowledge. This may help if you can remember something from the lecture or demo.

Videos:

Students are required to watch instructional videos before lectures over that information. The student must write a comment on canvas about what they learned from the video to get credit. These videos can be continuously accessed through the semester to remind students how to do techniques taught in class. Students can use devices during class work time to view videos as needed. My instructions sometimes deviate from the videos! Take notes in class about the differences!

Required Material

Digital Content: Text, Audio, Video, and Online content will be used and required in this class. Students must have access to a computer to download, listen and view all digital content. The instructor will provide links and copies of the content.

Other Supplies Needed: (please see the instructor if financial or other hindrances prevent you from acquiring these supplies BEFORE needed for class; not having materials on the day they are due IS NOT AN EXCUSE!)

- ◆ 3 ringed binder
- ◆ Sheet protectors
- ◆ Access to a 3 hole punch
- ◆ Materials for drawing: pencils and erasers
- ◆ Sketch paper 9x12 or bigger (at least 3 pieces)
- ◆ Watercolor paint set (at least 12 colors)
- ◆ Watercolor paper 9x12 or bigger (at least 4 sheets)
- ◆ Pair of Fabric scissors
- ◆ Pair of Paper scissors
- ◆ Sewing Kit (needles, threads, seam ripper)
- ◆ Access to a sewing machine (costume shop)
- ◆ Fabric for final pant project 3 ½ - 5 yards
- ◆ Fabric and Notions for projects will be provided by shop stock unless you want to purchase something specific for a project except for the pant project.

Additional information:

This Syllabus is an overall guide - but not set in stone. Adjustments might occur along the semester, including content alteration, additional reading materials and extra activities.

- Late assignments will automatically lose 20% within the first 3 days. 30% after that.
- No phones may be used during class unless permission is given by the instructor.
- In this course, bodies and clothing are assessed, measured, and discussed. Please use respectful language and tone. Any body-shaming/insulting/harassing will not be tolerated. The offending person will be removed from the room and referred to campus authorities to conduct, investigate, and take remedial action when appropriate.

General Requirements

Please reserve around 4 hours per week to complete all class requirements outside of class time.

AI Policy:

The writing in this class is to help you think deeper about the play and characters to help inspire your designs. If you wish to use ChatGPT (or other similar tools that generate text) for any part of a graded assignment (from ideas generation to text creation to text editing), you must first ask for permission and explain how you plan to use the tool. In addition, you must properly cite ChatGPT or other tools. Failure to cite ChatGPT is considered a violation of the plagiarism standard of the UNT Code of Academic integrity (see below). Violations could result in failure of the assignment or failure of the course and a notation on your transcript.

PROJECTS: You will be asked to complete sewing projects that demonstrate the skills you learned in class. The instructor will provide the materials and instructions for these projects. You may use the Costume Shop to help complete these projects. These projects are to be worked on during class time. Any extra time needed in the shop must be on your own time. The costume shop is open from 9am-5pm Monday-Friday. Please avoid entering the costume shop while other classes are being taught unless permission is given. See the posted teaching schedule by the white board.

SHOW REVIEW: Over the course of the semester, the department produces 4 productions and a dance concert. You **MUST** attend at least one performance. (It would be better to attend all four.) The department offers a free ticket to each show for any student enrolled in a Theatre course (this class!) After you watch the performance, write a review of the performance of the entire production, and include a specific review of the costumes. Also, comment on any work you may have done on the costumes and how you felt that work added to the overall performance.

Spring Dance Concert

February 6-9

LOVE SICK

Feb 13-15

MACHINAL

Feb 27-March 2

Cabaret
April 10-13

OTHER ASSIGNMENTS: The instructor may add assignments at any point if certain topics need more emphasis or practice. Please be ready and willing to dive into these assignments as a tool for learning and growth as a theatre practitioner.

EXTRA CREDIT ASSIGNMENTS: only accepted if all other assignments are turned in. Go see a show or watch a movie. This can be one of the department productions. (in addition to the one you will be reviewing for the assignment.) Write an analysis paper with an emphasis on costume design, costume-wearing, and period details. Get 50 points! (2 max for a total of 100 points)
PJ pant extra details and matching shirt for a total of (50 points)

NOTE: In a class such as this, many students often feel frustrated. I would rather have you request assistance and admit your shortcomings than to simply do it wrong or, worse, do nothing at all. Please feel free to talk to me or get help if you are "stuck." Conversely, if you are already knowledgeable in an area, please feel free to request training in a new or more complicated area.

Your Commitments Are:

- To read handouts and watch the assigned materials, preferably in the designed order posted on Canvas. Readings must be done before the start of class and activities. Assigned materials will provide us with a common ground upon which we will base our interaction and your contributions. Assignments are designed to provide you with opportunities to practice the skills and techniques learned in class.
- Watching videos before we talk about those skills. Keep a close eye on canvas.
- To complete the required assignments in a timely fashion, including quizzes, projects, lab hours, etc. You will get the most out of the course if you turn in your work on time. Missing activities or deadlines result in an impact on your academic performance.

Projects:

Sewing binder- Due twice.....50 points
Class Videos.....50 Points
Sewing Bag Sampler.....150 points
Apron Project.....100 points
Quizzes (4 total).....100 points
Costume Plot (Scene Breakdown).....50 points
Play Analysis.....50 points

Concept (world) Board.....	50 points
Design Project.....	100 points
Show Review.....	25 points
Measurements	25 points
Pants Project.....	150 points
Attendance.....	100 points
Total	1000 points

GRADING: To determine your final grade in the course, I will add up the grade you earned on all the assignments. These will be converted to letter grades as follows:

900-1000= A 800-899 = B 700-799 = C 600-699 = D 500-599 = F

BASIS FOR EVALUATION: It is expected that you will approach this class with an open mind, enthusiasm, and a willingness to try. A substantial portion of your grade will be based on this expectation, as evidenced by the completeness of your work, the level of skills you develop, and how far you progress within the class. More emphasis is placed on willingness to work and a sense of responsibility than on the level of skill achieved.

Class schedule:

Day	Date	Topic	Due Date
Tues	1/14	Intro, syllabus, Shop Tour, Costume Safety, tools/notions, costume jobs-Crazy creation assign map	<u>Syllabus Quiz</u> *Watch wardrobe videos Map of costume shop
Thur	1/16	Wardrobe responsibilities, quick changes, day maintenance, stains, polishing shoes. Quick change race	*Watch fabric videos for next class
Tues	1/21	Fabric grain, types of fabric, bag assignment, quilting ruler, measuring tape, make pattern, marking tools, cut bag fabric, press hems.	*Watch hand stitch videos for next class
Thurs	1/23	running stitch, back stitch, whip stitch, Slip stitch, Cross stitch	*Watch machine sewing videos for next class
Tues	1/28	Learn to thread a sewing machine and bobbin, get checked off doing it, road test. Sew name onto bag flap.	<u>fabric/hand stitch quiz</u> *Watch plain, french, flat felled seam videos for next class
Thurs	1/30	Zig Zag trim, gathering, plain seam, pink plain seams, Flat Feld	

Tues	2/4	French seam, roll hem bag opening	*Watch closure videos
Thurs	2/6	Buttons, Hook and bar, skirt hook and bar, snap	<u>Sewing machine quiz</u>
Tues	2/11	Pocket, label, surging	*Watch Apron Video
Thurs	2/13	Apron intro, pick fabric, cut	Bag Due 150 pts
Tues	2/18	Work day on Apron	Sewing binder Due 1st time 50 pts
Thurs	2/20	Work day on Apron	
Tues	2/25	Work day on Apron	*Watch Design Videos
Thurs.	2/27	Design process, play analysis, concept (world) board, costume plot	Apron Due 100 pts Bring device to next class to read play on and start costume plot
Tues	3/4	Read play in class	
Thurs.	3/6	Read play in class	
		Spring Break	
Tues	3/18	Present concept (world) board	Concept (world) board 50pts and questionnaire due 50pts
Thurs	3/20	Cont. Presenting concept(world) board	Costume plot Due 50pts *Watch Drawing and painting videos
Tues	3/25	Costume designer paperwork Costume Library Drawing the human body (give croque at end of class)	Bring Art Supplies
Thurs	3/27	Transfer Croque to watercolor paper-drawing clothing and painting	Bring Art Supplies
Tues	4/1	Work Day	Bring Art Supplies
Thurs	4/3	Costume Design Presentations	Costume designs due
Tues	4/8	How to take measurements. Split into pairs and take measurements. Find size	<u>Design quiz</u> Measurements due at

		needed for pant pattern.	end of class
Thur	4/10	How to read and use a commercial pattern. Find size needed and split into pairs to share patterns. Start cutting fabric	*Watch pattern and pant videos
Tues	4/15	Read and Do steps together	
Thurs	4/17	Read and Do steps together	Sewing Binder Due 2nd time 50pts
Tues	4/22	How to do a fitting. Alter pants based on fitting.	
Thurs	4/24	Alter pants	
Tues	4/29	Alter pants	
Thurs	5/1	Last help with pants!	
Thurs	5/8	Wear PJ pants to class and have them graded in class.	10:30am

Course/University Policies & Resource

UNIVERSITY POLICIES

Attendance

Students are expected to attend class **meetings** regularly and to **abide** by the **attendance policy** established for the course. It is important that **you** communicate **with** the professor **and** the Instructional team prior to **being** absent, so you, the professor, and the instructional team can discuss and mitigate the **impact** of the absence on your attainment of **course learning goals**. **Please** inform the professor and instructional team if you are unable to **attend** class meetings because you **are** ill, in mindfulness of the health and safety of everyone in our community.

If you are experiencing any symptoms of COVID-19 (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>) please seek **medical** attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or **your health care** provider PRIOR to coming to **campus**. UNT **also** requires you to contact the UNT COVID Team at COVID@unt.edu for **guidance on actions to take** due to symptoms, pending or positive test results, or potential exposure.

Course Materials for Remote Instruction

Remote instruction may be necessary if community **health conditions** change or you need to **self-isolate** or quarantine due to COVID-19. **Students will** need **access** to a webcam and microphone to participate in fully remote portions of the **class**. **Additional** required **classroom** materials for remote learning include: [the materials listed above). Information on how to be **successful in a remote learning environment** can be found at <https://online.unt.edu/learn>

Academic Integrity Policy

Academic **Integrity** Standards and Consequences. According to UNT Policy 06.003, Student Academic **Integrity**, academic dishonesty **occurs when** students **engage** in behaviors including, but not limited to **cheating, fabrication, facilitating academic dishonesty, forgery**, plagiarism, **and** sabotage. A **finding of academic dishonesty** may **result in a range of academic penalties or sanctions ranging** from admonition to **expulsion** from the University. [Insert specific **sanction** or academic penalty for **specific academic** Integrity violation.]

ADA

Policy

UNT makes reasonable academic accommodation for **students with disabilities**. Students seeking accommodation **must** first register with the **Office** of Disability Accommodation (ODA) to verify their eligibility. If a **disability is verified**, the ODA will provide a student with an accommodation letter to be delivered to **faculty** to begin a private **discussion regarding one's specific course needs**. **Students may request accommodations at any time**, however, ODA notices of accommodation should be provided as early **as possible in the semester to avoid any delay in Implementation**. **Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For** additional information see the ODA website (<https://disability.unt.edu/>) .

Prohibition of **Discrimination, Harassment, and Retaliation (Policy 16.004)**

The University of North Texas (UNT) prohibits discrimination and **harassment because of race**, color, **national origin, religion, sex**, sexual orientation, gender **identity**, gender **expression**, **age**, disability, genetic information, **veteran** status, **or any other** characteristic protected under applicable federal or state law in its application and **admission processes**; educational programs and activities; employment policies, procedures, **and processes; and university facilities**. The **University takes** active measures to prevent such conduct and **investigates and takes** remedial action when appropriate.

Course Safety Procedures (**for** Laboratory Courses)

Students enrolled in [insert **class name**] are **required** to use **proper** safety procedures and guidelines as outlined in UNT Policy 06.038 Safety In Instructional Activities. While **working in** laboratory **sessions**, students **are expected** and required to Identify and use proper **safety** guidelines in all activities requiring **lifting**, climbing, walking on slippery **surfaces**, **using** equipment and tools, handling chemical solutions and hot and **cold products**. Students should be aware **that** the UNT is **not** liable for injuries incurred while students **are participating in** class activities. All students are encouraged to secure **adequate insurance** coverage in the **event of accidental** injury. **Students** who do not have Insurance **coverage** should consider obtaining **Student Health Insurance**. Brochures for student **insurance** are available in the UNT Student Health and Wellness **Center**. **Students** who **are** injured during class activities may seek medical attention **at** the Student Health **and Wellness Center** at rates that are reduced compared to other medical **facilities**. **If students** have **an** Insurance plan other than Student Health Insurance **at UNT**, **they** should be sure that the plan covers treatment at this facility. If students choose not to go to the UNT Student Health and Wellness **Center**, they may be transported **to an emergency** room **at** a local **hospital**. Students **are** responsible for **expenses** incurred there.

Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly **notify students** with critical information in the event **of** an emergency (**i.e., severe weather, campus closing, and health and public safety** emergencies like chemical spills, **fires, or violence**). In the event of a **university closure**, **please refer to** Canvas **for** contingency plans for covering course materials.

Retention of Student **Records**

Student records pertaining to this course **are** maintained in a secure location by the **instructor** of record. All records such as exams, answer **sheets** (with **keys**), and written **papers** submitted during **the** duration of the course are kept for at **least one** calendar year **after course** completion. **Course** work completed **via** the Canvas online system, **including** grading information and **comments**, is also **stored** in a **safe** electronic environment **for one year**. **Students have** the **right** to view their **individual record**; however, Information about **student's records** will not **be** divulged to other individuals without **proper** written consent. **Students** are encouraged to review the **Public** Information Policy and the Family **Educational Rights and Privacy Act** (FERPA) **laws and** the University's policy. See UNT **Policy 10.10**, Records Management and Retention **for additional** Information.

Acceptable Student Behavior

Student behavior **that** interferes with an instructor's ability **to** conduct a **class** or other **students'** opportunity to learn **is** unacceptable and **disruptive and** will not be tolerated in **any** instructional forum **at** UNT. Students engaging **In unacceptable** behavior will be directed **to** leave the classroom and **the instructor** may refer the student **to** the Dean of Students **to** consider whether the student's **conduct** violated the Code of **Student** Conduct. The University's expectations **for** student **conduct** apply **to** all instructional **forums**, including University and **electronic classroom**, labs, discussion **groups, field** trips, etc. **Visit** UNT's Code of **Student** Conduct

(<https://deanofstudents.unt.edu/conduct>) to learn more.

Access to Information - Eagle Connect

Students' **access** point for **business** and academic **services** at UNT is **located** at: my.unt.edu. All official communication from the University will be delivered **to** a student's Eagle Connect **account**. **For more information, please** visit the website that **explains** Eagle **Connect** and how to forward email Eagle Connect (<https://it.unt.edu/eagleconnect>).

Student Evaluation Administration Dates

Student feedback is important and an **essential part of participation** in **this** course. The **student evaluation** of instruction is a requirement **for all** organized **classes at UNT**. **The survey** will **be** made available **during** weeks **13, 14 and 15** [insert administration **dates**] of the **long** semesters to **provide students** with an **opportunity to** evaluate **how this course is taught**. Students will **receive** an email from "**UNT SPOT Course Evaluations via IASystem Notification**" (no-reply@lasystem.org) with the **survey link**. **Students** should look **for** the email in their UNT email inbox. Simply click **on** the link and complete the survey. **Once students** complete the **survey they** will receive a confirmation email that the survey has been submitted. **For** additional information, please visit the SPOT website.