

Adam Chamberlin

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Office: Rm. 212

Office hours: Tuesday 1:00pm-2:00pm or by appointment

This course meets as a group only once on its first scheduled class day. After the initial meeting, it is up to you to sign a contract and develop your schedule/ work assignments with your supervisors.

**Description:**

Stage production is a structured laboratory course for the Dance and Theatre majors. This course offers one credit hour to undergraduate students for participation in the production (non-performance) areas of dance and theatre. This course provides the opportunity to work in a variety of production areas under the supervision of faculty and staff. These areas include, but are not limited to: costumes, scenery, properties, lighting, sound, stage management, and front of house activities. Students will be assigned according to their ability, level of experience, departmental production needs, and with consideration for the students' desire for training in the specific areas.

**Objectives:**

- To introduce the student to the principles and practices of theatre production
- To expose the student to the various areas of production; developing skills and an appreciation for these activities in the disciplines of dance and theatre
- To prepare the student for a broad range of employment opportunities by exposure to a variety of production-related jobs in dance and theatre

**Course Structure:**

This course requires sixty (60) hours of successful participation in production areas, or the number of hours necessary for successful completion of a production assignment (designer, stage manager, run crew, etc...). Assignments will vary in levels of responsibility, leadership, and skill depending on the students' interest and qualifications. Students will participate actively and directly in the practical tasks and activities of theatre production. Students will be given the opportunity to request areas of interest in which to concentrate, but each student is expected to work in a variety of areas as they complete the series of courses 2095-4095. Each student is encouraged to discuss possible assignments with the faculty supervisors. As students move through the courses, their skills and ability to handle responsibility is expected to increase.

**Course Procedure:**

**1. General Meeting**

This class will meet once as a group on its first scheduled day and time. At this meeting you will be given the opportunity to request preferences for areas in which to work. Your preferences will be considered, but the faculty supervisors based on their assessment of your experience, skills, and departmental needs will make final decision about assigned work.

**This first class meeting is mandatory. If you do not attend, you will be dropped from the course with a grade of "WF".**

**2. Assignment of specific work**

Assignments will be posted on Thursday at noon in the various shops (E-Shop, Scene Shop, Costume Shop, Box Office) in the RTFP Building. The main office does not have the assignments, so please refrain from asking there. Each assignment will indicate the number of hours required to complete the assignment(s) and the supervisor(s) for the assignment.

**3. Signing of Contracts**

After assignments are posted, you must meet with the appropriate supervisor(s) to sign a contract. Your contract will delineate individual tasks, duties, and the number of hours required to fulfill course requirements. **All contracts must be signed by 5:00pm Friday, September 5<sup>th</sup>. Failure to sign a contract with all assigned supervisors before the deadline will result in a grade of 'F' unless you drop the course by the university deadline.**

#### 4. Execution of Contracted Assignments

After all of your contracts are signed, it is **your** responsibility to fulfill the contracts obligations. It is up to **you** to fill out time sheets, making sure a supervisor initials each entry.

#### 5. Incompletes

Incompletes will only be given in extreme cases. The last day to drop a course with instructor consent is **Nov 3**. You may not ask for an incomplete until **Nov. 10<sup>th</sup>**. Please see university policy for incompletes. The final withdrawal from school date or instructor drop for non attendance with a WF is **Nov 21<sup>st</sup>**.

#### Grading

Your supervisor(s) will determine your grade for the contracted assignments. Each supervisor will establish a grading scale for their area based on the following criteria:

- The quality and level of skill demonstrated in the work
- The number of hours completed
- The timeliness and completeness of assigned work
- Your attitude toward the work and demonstrated initiative for learning
- A self-evaluation of your work

Your final grade will be based on the quality of your work and the number of hours completed in your assigned area. If you are assigned in more than one area, the grade you receive from each area will be averaged to determine final grade.

#### Supervisors

##### Barbara Cox – Costumes, Makeup

**RTFP 252A, x2726**

Costume Design Assignments  
Costume Build Crew

Makeup Design Assignments  
Makeup Run Crew

##### Adam Chamberlin – Lighting, Sound, Stage Management

**RTFP 212, x7592**

Lighting Design Assignments  
Electrics Shop  
Lighting Console Operators  
Electrician Crews

Sound Design Assignments  
Sound Console Operators  
Sound Technicians  
Stage Managers

##### Mario Toooh – Set Construction, Deck Run Crew, Stage Mgmnt

**RTFP 213, x4117**

Sets Construction Crew  
Stage Management

Deck and Run Crew

##### Amanda Breaz – Front of House, Box Office, Promotions

**RTFP 104a, x2428**

House Management  
Ushers

Promotions Crew

##### Scene Shop – Scenic Design

**RTFP 240, x2307**

Scenic Design Assignments  
Scenic Designers

Scenic Painters  
Properties

*The University of North Texas 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 you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You 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. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Office of Disability Accommodation website at <http://www.unt.edu/oda>. You may also contact them by phone at 940.565.4323.*