

THEA 4346



RTFP 137
Tuesday / Thursday
Noon-1:50pm



CONNECT
RTFP 214 x7977
donna.marquet@unt.edu



OFFICE HOURS
T 9-11am drop-ins
F 10-12 appointments

DESIGN TECH CAPSTONE

Course Description

This culminating *Capstone* course draws on student's collegiate experiences to translate to the professional world. Close attention will be paid to historic and current trends in the entertainment industry, entrepreneurial best practices, portfolio development and digital networking.

Course Objectives

Integrating content from previous course work to prepare Theatrical Design and Technical students for the professional field and life beyond university.

- Recognize employment trends and traditional structures to predict industry trajectory.
- Draw on all relevant work to create a digital and traditional portfolio targeted to the student.
- Real world contact via site visits, guest speakers and collaborative consulting projects.
- Exposure and comprehension of various theatrical and entertainment companies and how to navigate.
- Prepare presentation of work for SOUTA.

Course Overview

- The goal of this class is to synthesis all the things you have learned up until this point about theatre.
- The class also aims to look forward to the individual student's career goals and prospects.
- Each student should finish the course equipped with a better understanding of the American Theatre and Entertainment Industries so they are better prepared to navigate them.
- Each student should finish the course with a complete branding package including resume, logo, website, travel portfolio and SOUTA display.
- The first half will be a crash course to get ready for SOUTA
- The second 1/2 of the semester will be looking at long term goals, navigating the industry, marketing and interviewing.
- There will be scheduled individual meetings throughout the semester. These meetings will be part of your attendance grade. If you do not have a meeting scheduled you do not have to come. IT IS YOUR RESPONSIBILITY TO KEEP TRACK OF YOUR MEETING TIME.
- You will get out of this class what you put into it.

The hardest part is starting. Once you get that out of the way, you'll find the rest of the journey much easier.

-simon sinek



Evaluation

THEA 4346 has a total of 1000 points

A: 1000-900 B: 899-800 C:799-700

D:699-600 F:599-0

Branding: 100

Resume & One Sheet: 100

SOUTA Display: 100

Website & Business Card: 100

Book Report: 100

Job Hunting: 100

Consulting Project: 200

DIY Syllabus: 200

This class will use our class time as efficiently as possible and all materials will be distributed and turned in via Canvas.

Theatre majors must maintain a 2.0 GPA within their major classes.

Attendance & Etiquette

- Come to class and be on time.
- You are paying for this.
- Be kind to your fellow classmates. We will be giving constructive critiques and will help each other on their progress. This is not a competition.
- Be prepared with your materials for each class.
- I will be taking attendance for contact tracing purposes only.
- If we go remote you must have a funny profile pic and/or show your pet if they are in the room.

"I have taken

The attendance policies

That were supposed to be in

The syllabus

And removed them entirely

Because they are

Nothing but punitive

Fantasy in the context of

Horrifically unmanaged pandemic.

Forgive me

They were unsupportable

So heartless

And cold."

-Dr Hanne Blank

If you have to miss class please email me and if it is Covid like be in touch with the university: COVID@unt.edu

Week 1.**1-18**

CLASS: Introduction

Week 2.**DUE 1-24:** Resume & Brand First Pass
& Syllabus**1-25:** CLASS: Displaying Your Work &
Resume Critique/ Revisions**Week 3.****DUE 1-31:** Display Idea &
BRAND & RESUME & ONE SHEET & Book Choice**2-1** CLASS: Display Critique & Business Cards**Week 4.****DUE 2-2:** Business Cards First Pass & Branding Finals**2-4** CLASS: Dallas Entertainment Industry
& Your Website**Week 5.****DUE 2-7:** Order Business Cards & Website First Pass**2-8:** CLASS: Website Review**Week 6.****DUE 2-14:** Website Final**2-15:** CLASS: Setting Goals & Social Media**Week 7.****DUE 2-28:****3-1:** CLASS: Mock Interviews & DIY Check in**Week 8.****DUE 3-7:****3-8:** CLASS: Set Up Your SOUTA Display**SPRING BREAK****Week 9.****MONDAY MARCH 21: SOUTA***No class on Tuesday or Meetings***Week 10.****DUE 3-28** Cold & Follow Up Letters**3-29** CLASS: Follow Up & Contracts & Negotiations
Consulting Introduction**Week 11.****DUE 4-4:** *Book Report***4-5** CLASS: Consulting Brainstorming**Week 12.****DUE 4-11:****4-12:** CLASS: Consulting Project & Taxes**Week 13.****Due 4-18:** Consulting "Group" Project**4-19:** CLASS: Consulting Presentations**Week 14.****DUE: 4-25****4-26** CLASS: Mock Interviews & Consulting Pitch**Week 15.****4-28**

CLASS: DIY Expo

EXAM WEEK:
Last Exam Week EVER

UNT & Dance & Theatre Department Policies:

Instructors can drop students on the first day of class for being absent without prior arrangement.

Dance/ Theatre students are expected to budget and organize their time and efforts in order to meet both their academic and production commitments satisfactorily and on time. The faculty and staff recognize that the academic and production assignment within the Department as well as outside employment and other obligations sometimes impose conflicting pressures on Dance/ Theatre students. One of the principal responsibilities of each student is to carefully identify and monitor the commitments that compromise of their departmental assignments and outside obligations. It is also important to keep in mind that production work and outside obligations do not constitute an excused absence from any class or from the completion of any required class assignment.

Theatre majors must maintain at 2.0 GPA within their major classes.

UNT Policies: Academic Integrity

Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam [or specify alternative sanction, such as course failure]. Additionally, the incident will be reported to the Dean of Students, who may impose further penalty. According to the UNT catalog, the term "cheating" includes, but is not limited to: a. use of any unauthorized assistance in taking quizzes, tests, or examinations; b. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; c. the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university; d. dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s); or e. any other act designed to give a student an unfair advantage. The term "plagiarism" includes, but is not limited to: a. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment; and b. the knowing or negligent unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

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. The Code of Student Conduct can be found at <http://deanofstudents.unt.edu>.

Access to Information - Eagle Connect Your access point for business and academic services at UNT occurs at <http://www.my.unt.edu>. All official communication from the university will be delivered to your Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward your e-mail: <http://eagleconnect.unt.edu/>

ADA Statement

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. For additional

information see the Office of Disability Accommodation website at <http://disability.unt.edu>. You may also contact them by phone at (940) 565-4323.

Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify you 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). The system sends voice messages (and text messages upon permission) to the phones of all active faculty staff, and students. Please make certain to update your phone numbers at <http://www.my.unt.edu>. Some helpful emergency preparedness actions include: 1) know the evacuation routes and severe weather shelter areas in the buildings where your classes are held, 2) determine how you will contact family and friends if phones are temporarily unavailable, and 3) identify where you will go if you need to evacuate the Denton area suddenly. In the event of a university closure, please refer to Blackboard 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 Blackboard online system, including grading information and comments, is also stored in a safe electronic environment for one year. You have a right to view your individual record; however, information about your records will not be divulged to other individuals without the proper written consent. You are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the university's policy in accordance with those mandates at the following link: <http://essc.unt.edu/registrar/ferpa.html>

Student Perception of Teaching (SPOT)

Student feedback is important and an essential part of participation in this course. The Student Perception of Teaching (SPOT) is a requirement for all organized classes at UNT. This short survey will be made available at the end of the semester to provide you with an opportunity to evaluate how this course is taught.

Succeed at UNT

UNT endeavors to offer you a high-quality education and to provide a supportive environment to help you learn and grow. And, as a faculty member, I am committed to helping you be successful as a student. Here's how to succeed at UNT: Show up. Find Support. Get advised. Be prepared. Get involved. Stay focused. To learn more about campus resources and information on how you can achieve success, go <http://success.unt.edu/>.

Safe Space

This class is a safe space where all are welcome regardless of race, gender, creed, nationality or any other external barriers that are perceived to separate us. The utmost respect will be given to the students and the faculty member expects the same in return. Students also must be respectful of their classmates and guests.

If at anytime you do not believe this principal is being upheld please visit with the faculty member and if that is not possible or your do not feel comfortable doing so please see the department chair, Dr. Lorenzo Garcia.

You are also able to contact the Office of the Dean of Students with any of your concerns.

deanofstudents@unt.edu This is also a fantastic resource if you are having any issues related to your education at UNT.

