PRODUCTION AND PERFORMANCE
THE 4950

Instructor: Zak Herring       Phone: 273-0524      Email: Zakh@ufl.edu
Office hours: MWF:9:30—11:30   Room: G016

COURSE OBJECTIVE:
To develop an understanding of the discipline required to produce quality theater through practical experience. Students will learn the importance of what might seem a most menial job and how that job is an essential part of a finely tuned machine.

REQUIREMENTS:
1.) Work 1 strike—sign-up sheet on the “SHOP INFO” board.
2.) 100 hours of shop time or 50 hours of shop time plus a performance in only one of the following: Golden Dragon, Drowsy Chaperone, or 70 hours of shop time and a performance in only Agbedidi.
3.) Your shop time must be in at least a 2 hour block.
4.) If you have to do 100 hours for the course and you complete 50 of those hours by October 16th, then you will only need 35 more hours to complete the course. If you have to do 50 hours for the course (because you are in Golden Dragon, or Drowsy Chaperone and you complete 25 of the shop hours by October 16th), then you will only need 15 more hours to complete the course. If you have to do 70 hours for the course (because you are in Agbedidi and you complete 35 of those hours by October 16th), then you will only need 25 more hours to complete the course. All hours must be complete by December 11th.

LAB HOURS: Lab hours are to be arranged on the signed schedule (available in my office) and turned in to me by 3:00 PM, August 29th to receive a passing grade in this course. No other shows, productions, jobs, assignments by other faculty changes this course obligations.

COURSE SUPPLIES: (required to bring to every lab – or loss one point off final grade):
1) #2 pencil
2) a “Sharpey” fine point permanent marker
3) Personal safety glasses
4) Clothing that is suitable to work in during class time and lab. These clothes are likely to get sawdust, paint, oil, or other types of dirt on them. Closed-toed shoes (tennis shoes or work boots, not flimsey shoes) are required to enter the shop. Long pants, no shorts or skirts. No exceptions.

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USE OF EQUIPMENT:
Safety rules must be obeyed at all times (see shop rules painted on the wall in the shop). Any student that feels uncomfortable in the operation of any piece of equipment or job task at any time must immediately discuss the situation with Zak, Manuel or Tony Berry. Anyone using a tool must fill out a “Tool Checklist” and have it initialed before tool use. A student taking any type of medication that would affect their performance or safety must notify Zak before the use of any equipment.

GRADING:
All faculty, staff, graduate assistances, and stage managers may be involved in the grading process. Grading evaluation is based upon completion of required lab hours, attitude, professionalism, promptness, effort, knowledge of equipment and systems, ability to stay working, student’s skill, independence, accuracy, shop manners and above all, the ability to follow safety procedures. Failure to arrive on time for crew calls, fittings, rehearsals, or performance will significantly impact grading.

GRADING SCALE:
“I” (Incomplete)—Incompletes will only be given under the university’s guidelines. Time management is your responsibility.
“E” (Failure)—Less than 100 completed hours or 50 completed hours plus a performance in only one of the following: or 70 hours of shop time and a performance in only Agbedidi.
“D”—Not available
“C”—Participation in the required hours within the semester. Attend all scheduled lab times, properly dressed, and complete assignments as instructed. Attend 1 strike.
“B”—All of the requirements of a “C” plus demonstrate knowledge of shop equipment, tools, shop procedures while showing an interest in and self initiative to participate in all lab activities.
“A”—All the requirements of a “B” plus a desire to learn and develop new skills in construction techniques. Display an interest and ability to work without supervision; interest and ability to mentor other students; demonstrate a superior knowledge of shop equipment and tools.

STUDENTS WITH DISABILITIES:
Students requesting classroom accommodations must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodations.

SCENE SHOP HOURS: 8:30-12:30, 1:30-5:00
CLOSED: 12:30-1:30

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RECORD KEEPING:
Students will clock in and clock out on the time clock by my office. Each sign out must be initialed by Tony, Zak or one of the graduate shop assistants. Students will clock in only when they are ready to begin work. Students will clock out anytime they are not actively engaged in work on the productions. Anyone who clocks in and leaves work by mistake must report their mistake immediately to Zak. Clocking in and not working for any reason is considered a violation of the honor code and will be dealt with accordingly. If you need a break for any reason that is going to last more than 3 minutes, you must clock out.

YOUR SUPERVISOR:
After you have clocked in you will need to see a shop graduate assistant for your assignments of the day. If a shop graduate assistant is not in, then check with Manuel or Tony Berry for your assignment.

HOLIDAY/RELIGIOUS DAYS:
Student must list any “holiday” or “religious” day(s) that interfere with classes, labs, or backstage crew assignments on the signature page below that are not a standard University holiday.

SIGNATURE PAGE

NAME: ____________________________________________

(PRINT)

Students must print, fill out this page, sign and turn in with a work schedule to Zak by 3p.m., August 29th.

I have read, asked, received clarification, and understood everything on this entire syllabus.

__________________________________________  ________________________________
(student ID number)  (email)

__________________________________________
(cell phone number)

I am performing in the production of: ________________________________ (name of show) in the role: ________________________________.

Note: Your hour requirement may change due to casting—but don’t count on it—assume you need all 100 hours in the shop. Begin under this assumption and you will be ahead of the game!