

---

# 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.) 75 hours
- 3.) Your shop time must be in at least a 2 hour block.

**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, Aug 23rd, 2019 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 and hardhat (supplied by UF)
- 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 flimsy shoes) are required to enter the shop. Long pants, no shorts or skirts. No exceptions.

### **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:**

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.

(Page 1 of 3)

### **GRADING SCALE:**

**“I” (Incomplete)**—Incompletes will only be given under the university’s guidelines. Time management is your responsibility.

**“E” (Failure)**—Less than 75 completed hours

**“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 Disability Resource Center (352-392-8565, [dso.ufl.edu/drc](http://dso.ufl.edu/drc)). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodations.

### **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, Manuel 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 minute, 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 are not a standard University holiday and that interfere with this class on the signature page below.

### **CELL PHONES AND LISTENING DEVICES:**

Students must keep their cell phones and other devices in their zipped up backpack or lockers during class time and labs. Anyone using cell phone or other listening devices will have one point off final grade per incident. If you are required to have a cell phone, please discuss it with the instructor before class or lab. This is a safety issue and therefore extremely important rule to follow.

# SIGNATURE PAGE

NAME: \_\_\_\_\_  
(PRINT NAME)

**Students must print , fill out this page, sign and turn in with a work schedule to Zak by 3p.m., Aug 23rd, 2019 .**

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

\_\_\_\_\_  
(student ID number) \_\_\_\_\_ (email) \_\_\_\_\_

\_\_\_\_\_  
(cell phone number) \_\_\_\_\_

I will not be in attendance at the University due to :

\_\_\_\_\_ starting at \_\_\_\_\_ o'clock for \_\_\_\_\_  
(date) (time) (name of holiday)

NAME: \_\_\_\_\_  
(SIGN NAME)