

**UNIVERSITY OF FLORIDA: School of Theatre + Dance**

TPA2202C: *Stagecraft*

Syllabus – Spring 2021

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**CLASS:**

Tuesday/Thursday, 4/5 Period, 10:40 AM – 12:30 PM, G017 (Scene Shop)

Sections are typically either Tuesday or Thursday, as per your enrollment.

The final class, April 20<sup>th</sup>, will have BOTH Tuesday and Thursday sections, as Thursday of that week is a reading day.

**LAB:**

Section 147D: Monday lab, 7-9 period, 1:55 PM – 4:55PM

Section 1471: Tuesday lab, 7-9 period, 1:55 PM – 4:55PM

Sections 43DB & 149G, Thursday lab, 7-9 period, 1:55 PM – 4:55PM

Section 148G: Friday lab, 7-9 period, 1:55 PM – 4:55PM

Lab sessions will be in person, in G017 (Scene Shop of Nadine McGuire Pavilion)

**FINAL:**

Final Exam: Friday, APRIL 30<sup>th</sup>, 2021, 10:00 AM to 12:00 PM

**INSTRUCTOR:**

Rob Leach

rleach@arts.ufl.edu

352-294-0459

**OFFICE HOURS:**

Tuesday/Thursday, 12:45-1:45 PM, Room G-016, or zoom:

<https://ufl.zoom.us/j/91620497575?pwd=bfF3WDV0ZmNGeDV0SldBU3RKYTR3Zz09>

**REQUIRED MATERIALS:**

**TEXTBOOK:**

Carter, Paul. *Backstage Handbook*. Third Edition ISBN: 0-911747-39-7

**TOOLS:**

Pen or pencil

16' (minimum length) steel tape measure

Safety glasses, impact rated to ANSI Z87.1 standard, and stamped accordingly. If the glasses don't have this rating on them (i.e. only have it on the package), please don't buy that pair. Please bring all tools to every lab and class.

**IN-PERSON ATTIRE:**

Work clothes: pants (such as jeans or khakis), sleeved shirt, and closed-toe/closed-heel shoes; long hair must be tied back; personal accessories must be removed (i.e., dangling necklaces, wallet chains, watches...). You will be asked to leave and marked absent if you do not have proper attire.

**OBJECTIVES:**

This course introduces skills and crafts of technical theatre, and teaches materials, techniques, tools, and supplies basic to the execution of technical elements of productions. Students will learn basic construction techniques and types of tools, utilize hand and power tools, and explore specialized equipment necessary for various technical trades in the entertainment industry.

**SCHEDULE:**

Assignments will be posted on Canvas. Project assignments are listed by the week they are due; if you have Tuesday class, your project is due at the top of that week's class, unless otherwise noted on Canvas. Likewise, if you have Thursday class, your assignment is due at the beginning of your class that week. Please check Canvas regularly to make sure you are not getting behind on your projects.

## WEEKLY CLASS SCHEDULE

| Week | Class Topics   | Assignments due:                |
|------|--|---------------------------------|
| 1    | intro/syllabus/PPE   |                                 |
| ***  | Dr. Martin Luther King Jr. Day, Jan 18th                                   |                                 |
| 2    | stage house, tools, triple constraints                                     | required materials check        |
| 3    | common materials/cut list  | TBA Canvas                      |
| 4    | hardware   | TBA Canvas                      |
| ***  | Lab time will be reduced to allow for the SoTD Town Hall Meeting, Feb 4th  |                                 |
| 5    | platforms  | Apple box cut list + TBA Canvas |
| 6    | platforms continued  | hardware project                |
| 7    | flats  | Platform + TBA Canvas           |
| 8    | flats continued  | flat cut list                   |
| 9    | soft goods   | apple box + TBA Canvas          |
| 10   | paint  | TBA Canvas                      |
| 11   | paint continued  | flat frame + TBA Canvas         |
| 12   | stage electrics  | tool box                        |
| ***  | Lab time will be reduced to allow for the SoTD Town Hall Meeting, March 31 |                                 |
| 13   | rigging  | painting + TBA Canvas           |
| 14   | properties   |                                 |
| 15   | TUESDAY, APRIL 20 <sup>TH</sup> , TUESDAY AND THURSDAY CLASSES COMBINED    | interpretation due              |
| 16   | FRIDAY, APRIL 30 <sup>TH</sup> @ 10:00 AM                                  | FINAL EXAM                      |

### Evaluation:

Students will be evaluated through attendance, participation and professional attitude, successful completion of construction projects, a research project, execution and presentation of an interpretive final project, with quizzes, a final exam, and potential enrichment opportunities. Grades will be calculated by tallying earned points; I anticipate a minimum of 1750 possible points. The following is a guide to point distribution, but will not be completely accurate until the end of the semester to reflect actual quizzes and completed projects. Unexcused absences will result in a minimum of a loss of points; lack of participation in class and lab sessions will likewise reduce attendance points. All projects include a category of professionalism.

|                       |         |                        |  |
|-----------------------|---------|------------------------|--|
| Platform project      | 50 pts  | Knot 1                 | 25 pts   |
| Hardware project      | 50 pts  | Knot 2                 | 25 pts   |
| Box project cut list  | 50 pts  | Virtual tool box       | 150 pts  |
| Box project           | 100 pts | Interpretation project | 150 pts  |
| Flat project cut list | 50 pts  | Final exam             | 200 pts  |
| Flat project          | 100 pts | Attendance             | 600 pts (estimated)<br>(20 pts per class/20 per lab) |
| Paint project         | 100 pts |                        |  |
| Quizzes               | 100 pts |                        |  |

Students may resubmit work (except for quizzes) if they feel they can improve on a grade; resubmittals must be done prior to your specific class during Week 12. Please be aware that you can resubmit work that is actually worse than your first attempt, and will be graded accordingly. Resubmitting work does not cancel points that were deducted due to late submissions.

The final course grade is based on the following percentages (your total points divided by total possible points):

|    |         |    |        |    |        |
|----|---------|----|--------|----|--------|
| A  | 94-100% | B- | 80-83% | D+ | 67-69% |
| A- | 90-93%  | C+ | 77-79% | D  | 64-66% |
| B+ | 87-89%  | C  | 74-76% | D- | 60-63% |
| B  | 84-86%  | C- | 70-73% | E  | 0-59%  |

#### **ATTENDANCE POLICY:**

Theatre is a collaborative environment that demands continual support. Your successful completion of this course is based on discussion and participation in class and lab sessions. Attendance is vital. Only one (1) unexcused absence from class will be permitted without penalty. Each additional unexcused absence will lower your final grade by 5%. Two (2) late arrivals and/or early departures to/from class will count as one (1) absence. Three unexcused absences will result in a failing grade in this class. At this point in time we have been dealing with a global pandemic for almost a year, so please respect personal space, and provide documentation when you cannot attend class.

Excused absences are consistent with university policies in the undergraduate catalog (<https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>) and require appropriate documentation.

We may elect to have some classes via zoom; plan to be physically and timely present for your weekly class.

#### **STUDENTS WITH DISABILITIES:**

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center. [Click here to get started with the Disability Resource Center](#). It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

#### **UF GRADING POLICIES:**

Earned grades will align with UF policies; information can be found at <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/#gradestext-otp1>

#### **COVID 19 CONSIDERATIONS:**

We will have face-to-face instructional sessions to accomplish the student learning objectives of this course. In response to COVID-19, the following policies and requirements are in place to maintain your learning environment and to enhance the safety of our in-classroom interactions.

You are required to wear approved face coverings at all times during in-person class and lab sessions, and within buildings. Following and enforcing these policies and requirements are all of our responsibility. Failure to do so will lead to a report to the Office of Student Conduct and Conflict Resolution.

This course has been assigned a physical classroom with enough capacity to maintain physical distancing (6 feet between individuals) requirements. Please utilize designated seats/work areas and maintain appropriate spacing between students. Please do not move desks or stations.

Sanitizing supplies are available if you wish to wipe down your work areas.

Follow your instructor's guidance on how to enter and exit the classroom. Practice physical distancing to the extent possible when entering and exiting the classroom.

If you are experiencing COVID-19 symptoms ([Click here for guidance from the CDC on symptoms of coronavirus](#)), please use the UF Health screening system and follow the instructions on whether you are able to attend class. [Click here for UF Health guidance on what to do if you have been exposed to or are experiencing Covid-19 symptoms](#).

Course materials will be provided to you with an excused absence, and you will be given a reasonable amount of time to make up work. [Find more information in the university attendance policies](#).

#### **PROFESSIONAL CONDUCT:**

Please take care of yourself mentally and physically. Accept responsibility for your successes and failures. Earn your grade. Adhere to university policies. Respect your peers, facilities, and the staff and faculty of the school. Submit work that shows your pride in the process and your product.

#### **ACADEMIC DISHONESTY:**

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Honor Code specifies a number of behaviors that are in violation of this code and the possible sanctions. [Click here to read the Honor Code](#). Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

#### **ELECTRONICS and VIDEO:**

While personal electronics can be useful for class purposes, using devices to contact others should only be done for emergencies; calls and texts/messaging should be initiated/answered outside of class/lab. While we are planning on having as many in-person sessions as possible, we may decide or be required to utilize videoconferencing, such as Zoom.

Please exercise proper Zoom etiquette:

Use video in all zoom-based classes and meetings—do not post a photo or have a black screen.

Participation is required.

Please mute yourself when you are not speaking.

Conduct yourself during online learning as you would in a physical classroom, and considering the appropriateness of your attire/setting before the meeting.

#### **COURSE EVALUATION:**

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. [Click here for guidance on how to give feedback in a professional and respectful manner](#). Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via [ufl.bluera.com/ufl/](http://ufl.bluera.com/ufl/). [Summaries of course evaluation results are available to students here](#).

I do appreciate personal comments that you can provide during class, or ideas about making content more relevant.