THEA 218A – Stagecraft – SPRING 2016

Class times: Tu. & Th., 12:35-1:50pm
Class location: McLeod & Scene Shop

Subject to Change: Make certain you have the latest version. This is version 1.0 1/15/2016

Instructor: Thomas Fagerholm
Office: Comm Bldg. 2234
E-Mail: tfagerholm@siu.edu
Office Hours: T & Th. 9:00am -12:00pm

Class Objectives
This course is designed to give basic instruction into the techniques of stagecraft and scenery construction. Students will take learned procedures and information from the lectures and apply them to Department of Theater projects and productions.

Course Outcomes
Students successfully completing this course must be able to demonstrate, through discussions, classroom assignments, and lab hours:

- A working knowledge of basic shop math.
- An ability to read and understand shop drawings and construction notes.
- An ability to identify various materials and hardware used in scenic construction.
- Safe and practical work ethics and apply these practices in the professional environment.
- Analyze simple and complex problems within the production and construction process and produce a solution
- A working knowledge of the tools, hardware, and techniques used in scenic and property construction
- Develop and maintain a lexicon of technical terms and techniques needed in the creation and running of the technical aspects of theatrical production.

Required Text:

Reference Text:

Required Equipment:
- Safety Glasses or Goggles - ANSI 287 Approved
- Hearing Protection - Reusable Type
- Closed-toe shoes. No Crocs
- Jeans or pants. No shorts, dresses, etc.
- Pencils

All required supplies must have instructor approval. If you have doubts, save your receipt.

Recommended Equipment:
- Comfortable gloves, leather preferred
- Steel toed work shoes

Attendance/Participation
- 1.5% will be deducted from the final grade for each absence.
- 0.75% will be deducted from the final grade for each late arrival.
- Participation is required. Lack of participation, excessive talking during class, class disturbances or disregarding shop etiquette and safety rules are cause for the instructor to remove a student from class.
- The student is responsible for all lecture and reading material.
- Professionalism is expected: Must be punctual and prepared. Coming to class unprepared (i.e. without the tools or clothing needed to work) will be considered an unexcused absence.
- DO NOT come to class sick or under the influence of drugs (including prescribed medications that might cause drowsiness), alcohol, stimulants, etc. If you are suspected of being "Under the influence" you will be asked to leave and a report will be filed with the Chair.
Lab Component

- Students are required to complete 40 hours of laboratory work in the Scenic Studio.
- The Scenic Studio hours are: M, T, Th, F from 2pm - 6pm. CLOSED WEDNESDAYS
- Students are required to schedule 4(four) hours per week on the master schedule.
  - For each hour of an assigned work call that a student misses, the student will receive that number of negative hours. Example: If you have 12 hours to date and you miss a 2 hour call, you will have those 2 hours deducted from you total which is now 10.
- Shop time is determined by the clock over the door to the shop, not your watch or cell phone.
- Students are allowed ONE excused absence from lab hours
  - Instructor must be notified by e-mail only at least 24 hours in advance.
- Extra credit can be earned from working more than 40 lab hours.
  - For each additional hour worked, a student can earn 0.25% toward their final grade for a maximum extra credit of 10% or 40 hours.
- Be advised that a major portion of this class requires the student to:
  - Use hand, portable, and stationary power tools commonly used in wood and metal construction
  - Lift weights up to, and including, 50 lbs.
  - Work in an environment where the sound levels can exceed 125 dB, requiring the use of hearing protection
  - Work with and around paints, solvents and substances that require the wearing of protective devises such as gloves, dust masks, etc.

 Strikes:

- THEA 218 Students are required to attend TWO strikes for the Department of Theater Productions.
- A STRIKE Sign-Up Sheet will be posted on the callboard the week before the strike. You must sign up beforehand to receive credit.
- A strike lasts an average of four hours and is usually held on a Sunday evening.
  - Shows are posted on the Production Calendar found on the Dept. of Theater’s Website
- Strikes will be graded on attendance and performance.

Projects days (see schedule)

- Come ready to work each project day.
- Inappropriate dress will result in an absence for that day and the student will not be allowed in class.
- Students have one week to make up a missed project, or receive a 0 for that project.

Quizzes

- The instructor has the right to give a “Pop Quiz” at the beginning of each class period. The quizzes could cover the reading assignment due that day.

Tests

- There will be 4 tests given in this course. The tests will be taken from lecture notes and related information from the text. These tests will be cumulative, covering material throughout the semester.

Class Ethics

All students are expected to do their own work and to participate in group projects. Cheating will not be tolerated. Any student found cheating will receive a zero on that quiz, test, or project, and may face disciplinary action from SIUC.

Cell Phone Policy

Classroom: Cell phones are not allowed in class!! If your cell phone is used or accidently goes off, you will be excused from class and take a tardy deduction to your grade.

Shop hours: No cell phones are allowed in the scene shop. All cell phones must be put away and muted prior to your daily shop hours. Anyone using their cell phones during shop hours will be penalized 1 hour from their overall shop hours. You are allowed to use your phones during scheduled breaks and for emergencies only.
Methods of Evaluation:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Written Exams</td>
<td>60%</td>
</tr>
<tr>
<td>Projects</td>
<td>10%</td>
</tr>
<tr>
<td>Lab Hours</td>
<td>24%</td>
</tr>
<tr>
<td>Strikes (2)</td>
<td>6%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
</table>

**Attendance and missed lab hour deductions will be subtracted from total percentage.**

Syllabus change policy:
This syllabus is a guide for the course and is subject to change with advanced notice.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Quantitative</th>
<th>Qualitative</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90 to 100</td>
<td>Excellent</td>
<td>Superior quality in the mastery of content and method of the course, demonstrated ability to perceive relationships, initiative in doing work in which quality consistently surpasses that required.</td>
</tr>
<tr>
<td>B</td>
<td>80 to 89</td>
<td>Good</td>
<td>Good understanding of the content and method of the course, demonstrated ability to recognize relationships, better than average achievement of course objectives and fulfillment of course requirements.</td>
</tr>
<tr>
<td>C</td>
<td>70 to 79</td>
<td>Average</td>
<td>Sufficient understanding of the content and method of the course, demonstrated ability to recognize obvious relationships, adequate achievement of course objectives and fulfillment of course requirements.</td>
</tr>
<tr>
<td>D</td>
<td>60 to 69</td>
<td>Below Average</td>
<td>Incomplete understanding of the content and method of the course, inability to demonstrate satisfactory recognition of obvious relationships, unsatisfactory achievement of course objectives and requirements.</td>
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<tr>
<td>F</td>
<td>59 and below</td>
<td>Failure</td>
<td>Lack of understanding of the content and method of the course, failure to achieve objectives and/or complete requirements of the course.</td>
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</table>
Your Daily Ritual for Lab Hours
1) Silent & away.
2) Sign in upon arrival.
3) Immediately get safety glasses and ear protection.
4) Locate a supervisor and ask for an assignment.
5) 20 minutes prior to leaving, clean up your area then help with general cleaning in the entire shop.

Clean-up Procedure
1) Put away tools.
2) Clean up debris.
3) Clean up dust, top down.
   a) Sweep all benches and saws.
   b) Sweep Entire Floor.
4) Empty trash cans.

Shop Etiquette
- Respect the workers around you.
- If you took it out, put it back. If you make a mess, clean it up.
- Ask before taking a tool someone else is/ was using.
- Do not invade someone else’s work space.
- Ask for help when you need it. When someone asks you for help, please help them.
- If you are not sure, ask a supervisor.
- Keep work tables and floor area around you free from clutter.
- When cutting, remove scrap from cutting surface when finished with the tool.
- Only use specified worktables. Do not leave things on the radial arm saw, or table saw.

Scene Shop Safety Rules
- If you don’t know; ASK.
- Be awake, alert, and think before you use any tool or perform any task.
- Never come to the shop under the influence of any drugs or alcohol.
- Do not wear any loose fitting clothes and tie long hair back.
- Avoid wearing jewelry.
- You must wear closed toe shoes that cover the entire foot to Shop and to Class!!!
- Wear long pants.
- Always wear safety glasses and ear protection.
- Wear other safety gear when appropriate.
- Make sure tools are in good operating order and report any problems to the shop staff.
- Make sure tools are turned off when plugging them in.
- Use the proper tool for the proper job.
- Pay attention to those around you.
- Keep the work space clean and clear from obstacles.
- Never use electrical tools around water or with faulty extension cords.
- Make sure that all verbal warnings are spoken clearly, distinctly, and with sufficient volume.
- If a tool begins to malfunction, turn it off immediately.
- Know the location of the nearest fire extinguisher and first aid kit.
- Report any injuries, no matter how small to your supervisor immediately.
- No electronic devises allowed in the scene shop (mp3, phone, etc).