Theatre Practicum DRAM 2121-P02  
Spring 2018

<table>
<thead>
<tr>
<th>Instructor:</th>
<th>Hardy Bates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section # and CRN</td>
<td>DRAM 2121-P01 and 24382</td>
</tr>
<tr>
<td>Office Location:</td>
<td>2J282</td>
</tr>
<tr>
<td>Office Phone:</td>
<td>936-261-3306</td>
</tr>
<tr>
<td>Email Address:</td>
<td><a href="mailto:hlbates@pvamu.edu">hlbates@pvamu.edu</a></td>
</tr>
<tr>
<td>Office Hours:</td>
<td>MW 8:30am-11am,1pm-2pm/TR 8:30am-9am, 11am-3pm /F 12pm-4pm</td>
</tr>
<tr>
<td>Mode of Instruction:</td>
<td>Face to Face</td>
</tr>
</tbody>
</table>

**Course Location:** Hobart Taylor Thomas Sr., Rm. 1E146  
**Class Day and Times:** TR 3:30pm-5:20pm  
**Catalog Description:** This is a workshop course in which the student is assigned to crew for the purpose of introducing the student to various areas of specialization in the field of theatre. This course also provides practical application of technical skills needed to enhance theatrical productions.

**Prerequisites:** None  
**Co-requisites:** None  
**Required texts:** Class handouts and readings will be provided.
Student Learning Outcomes:

<table>
<thead>
<tr>
<th>Program Learning Outcome #</th>
<th>Core Curriculum Outcome Alignment</th>
<th>Learning Outcome #</th>
</tr>
</thead>
</table>
| 1                          | 1                                | 1
| 2                          | 1                                | 1
| 3                          | 1                                | 1
| 4                          | 1                                | 1
| 5                          | 1                                | 1

1. Articulate a basic understanding and knowledge of the various roles and duties of a costume crew, prop crew, set crew, and archivist/dramaturge.

2. Exhibit a working knowledge of the skills needed to perform those roles successfully to the aid of a theatre production.

3. Access and evaluate the task needed to accomplish their practicum crew duties and implement the discipline and leadership skills necessary to facilitate their completion by working as a crew member and/or head on given crew assignments.

4. Demonstrate the knowledge of their practicum area through “Dem Lab” performances.

5. Perform professional, quality production and crew work by using the technology and equipment needed to complete assigned crew work for successful theatrical productions.

Major Course Requirements

Method of Determining Final Course Grade

<table>
<thead>
<tr>
<th>Course Grade Requirement</th>
<th>Value</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance &amp; Participation</td>
<td>10%</td>
<td>100</td>
</tr>
<tr>
<td>Quality of Crew Work</td>
<td>20%</td>
<td>200</td>
</tr>
<tr>
<td>Work Call</td>
<td>20%</td>
<td>200</td>
</tr>
<tr>
<td>Midterm</td>
<td>10%</td>
<td>100</td>
</tr>
<tr>
<td>Skillset Test:</td>
<td>20%</td>
<td>200</td>
</tr>
<tr>
<td>Final</td>
<td>20%</td>
<td>200</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>1000</td>
</tr>
</tbody>
</table>

Grading Criteria and Conversion:

- A = 1000-895
- B = 894-795
- C = 794-695
- D = 694-595
- F = Under 595
Detailed Description of Major Assignments:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance &amp; Participation</td>
<td>In order to receive full credit for this assignment, the student must have at least 97% attendance, adhere to safety rules and department procedures while working in lab.</td>
</tr>
<tr>
<td>Quality of Crew Work</td>
<td>Students will be graded on how well they perform production tasks throughout the semester, and confirm that students have reached 40 hour quota.</td>
</tr>
<tr>
<td>Work Call</td>
<td>Students will be required attend work call, and perform tasks given by the instructor.</td>
</tr>
<tr>
<td>Midterm</td>
<td>Students will be required assist with inventory of all department production equipment.</td>
</tr>
<tr>
<td>Skill Set Test:</td>
<td>Students will be required to perform a test to test their skill at using different tools in the scene shop.</td>
</tr>
<tr>
<td>Final:</td>
<td>Students will be required assist with inventory of all department production equipment, and clean all departmental performance areas.</td>
</tr>
</tbody>
</table>

Course Procedures or Additional Instructor Policies

Taskstream
Taskstream is a tool that Prairie View A&M University uses for assessment purposes. One of your assignments may be considered an "artifact," an item of coursework that serves as evidence that course objectives are met. More information will be provided during the semester, but for general information, you can visit Taskstream via the link in eCourses.

EXPECTATIONS
1. You must sign in at the beginning and end of class. If you arrive after 15 minutes into class, you may still join us but you are still counted absent. Even if you are more than 15 minutes late, it is still in your best interest to participate in class, as there are projects that have to be completed during class time allotted. All students should only sign in for self. If any student is caught signing another students name, it will be reported as student misconduct. You are expected to stay for the duration of class.

2. Each student must submit a weekly participation report at the end of each week. See eCourses. If you have questions regarding an assignment due, you must email me before 6pm on the day before the class due date to ensure a response prior to class time.

3. Late work may not be accepted. You will be informed at the instruction when this is the case. When late work is acceptable, work not turned in at the designated time will lose points accordingly: Same day loses 10%, Next day 20%, 2 days 30%, after two days late work is not accepted. Acceptance of late assignments is up to the instructor's discretion.

4. Students must adhere to the University Policy on Attendance to pass this class. A copy of the attendance policy is attached. If you miss 3 classes without an excuse, your final grade will be dropped a letter. Your grade will be lowered a letter if you have excessive (8 or more) tardiness without the proper excuse.
5. Plagiarism and Cheating are serious offenses that will not be tolerated in any form. If a student is found engaging in either, the student will receive a zero on the assignment and the University procedure will be followed. For the purposes of this class, representing someone else’s work as your own will be considered academic dishonesty.

6. No cell phones or other media player devices allowed in class. Be respectful of those who are here to learn; please excuse yourself, if necessary.

7. You are required to be part of a run crew. This assignment will be further discussed as the semester progress. Students are required to participate in 40 hours of crew work per semester.

8. “Visiting” with fellow students not in Practicum during Practicum crew hours will automatically result in all students involved receiving an unexcused absence.

9. The schedule for this class is subject to change. Side projects outside of the syllabus will be assigned according to other needs of the department.

10. STUDENTS MUST DRESS APPROPRIATE FOR CLASS.
   - Closed-toe shoes (I encouraged lace-up only)
   - Pants that cover your legs
   - No shorts
   - Pants should not be leggings
   - Shirt must cover your torso
   - Hair must be up
   - No scarves or items that dangle
   - Goggles (as in lab goggles, not safety glasses) must be worn during tool operation – this is according to the Health and Environmental Safety office

11. STUDENTS WHO FAIL TO DRESS APPROPRIATELY WILL BE EXCUSED FROM CLASS AND RECEIVE 0 POINTS FOR THE DAY.

### Semester Calendar

<table>
<thead>
<tr>
<th>Week One:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Topic Description</strong></td>
<td></td>
</tr>
<tr>
<td>Readings:</td>
<td>T Introduction and Syllabus</td>
</tr>
<tr>
<td></td>
<td>TR Tool Orientation</td>
</tr>
<tr>
<td>Assignment(s):</td>
<td></td>
</tr>
<tr>
<td></td>
<td>T</td>
</tr>
<tr>
<td></td>
<td>TR</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week Two:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Topic Description</strong></td>
<td></td>
</tr>
<tr>
<td>Readings:</td>
<td>T Organize the shop</td>
</tr>
<tr>
<td></td>
<td>TR Build Set</td>
</tr>
<tr>
<td>Assignment(s):</td>
<td></td>
</tr>
<tr>
<td></td>
<td>T</td>
</tr>
<tr>
<td></td>
<td>TR</td>
</tr>
<tr>
<td>Week Three:</td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td><strong>Topic Description</strong></td>
<td></td>
</tr>
</tbody>
</table>
| Readings: | T  Build Set  
TR  Build Set  |
| Assignment(s): | T  
TR  |

<table>
<thead>
<tr>
<th>Week Four:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Topic Description</strong></td>
<td></td>
</tr>
</tbody>
</table>
| Readings: | T  Strike Set  
TR  Strike Set  |
| Assignment(s): | T  
TR  |

<table>
<thead>
<tr>
<th>Week Six:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Topic Description</strong></td>
<td></td>
</tr>
</tbody>
</table>
| Readings: | T  Show details and deep shop clean  
TR  Show details and deep shop clean  |
| Assignment(s): | T  
TR  |

<table>
<thead>
<tr>
<th>Week Seven:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Topic Description</strong></td>
<td></td>
</tr>
</tbody>
</table>
| Readings: | T  Build flats Hollywood/Broadway  
TR  Build flats Hollywood/Broadway  |
| Assignment(s): | T  
TR  |

<table>
<thead>
<tr>
<th>Week Eight:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Topic Description</strong></td>
<td></td>
</tr>
</tbody>
</table>
| Readings: | T  Inventory  
TR  Inventory  |
| Assignment(s): | T  
TR  |

<p>| Week Nine: |  |</p>
<table>
<thead>
<tr>
<th>Week</th>
<th>Topic Description</th>
<th>Readings</th>
<th>Assignment(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week Ten:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Topic Description</td>
<td></td>
<td>T Special projects</td>
<td>T</td>
</tr>
<tr>
<td>Readings:</td>
<td></td>
<td>TR Special projects</td>
<td>TR</td>
</tr>
<tr>
<td>Assignment(s):</td>
<td></td>
<td>T</td>
<td>TR</td>
</tr>
<tr>
<td>Week Eleven:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Topic Description</td>
<td></td>
<td>T NADSA Prep</td>
<td>T</td>
</tr>
<tr>
<td>Readings:</td>
<td></td>
<td>TR NADSA Prep</td>
<td>TR</td>
</tr>
<tr>
<td>Assignment(s):</td>
<td></td>
<td>T</td>
<td>TR</td>
</tr>
<tr>
<td>Week Twelve:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Topic Description</td>
<td></td>
<td>T NADSA Trip</td>
<td>T</td>
</tr>
<tr>
<td>Readings:</td>
<td></td>
<td>TR NADSA Trip</td>
<td>TR</td>
</tr>
<tr>
<td>Assignment(s):</td>
<td></td>
<td>T</td>
<td>TR</td>
</tr>
<tr>
<td>Week Thirteen:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Topic Description</td>
<td></td>
<td>T Special projects</td>
<td>T</td>
</tr>
<tr>
<td>Readings:</td>
<td></td>
<td>TR Special projects</td>
<td>TR</td>
</tr>
<tr>
<td>Assignment(s):</td>
<td></td>
<td>T</td>
<td>TR</td>
</tr>
<tr>
<td>Week Fourteen:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Topic Description</td>
<td></td>
<td>T Skill Set Test</td>
<td>T</td>
</tr>
<tr>
<td>Readings:</td>
<td></td>
<td>TR</td>
<td>TR</td>
</tr>
<tr>
<td>Assignment(s):</td>
<td>TR Skill Set Test</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------------</td>
<td>------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Readings:</td>
<td>T Banquet Prep</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>TR Banquet Prep</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assignment(s):</td>
<td>T</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>TR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Finals:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Topic Description</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Readings:</td>
<td>T</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>TR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assignment(s):</td>
<td>T Final</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>TR</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Student Support and Success**

**John B. Coleman Library**

The library and its partners have as their mission "to provide resources and instructional material in support of the evolving curriculum, as a partner in Prairie View A&M University's mission of teaching, research, and service" and to support the University's core values of "access and quality, diversity, leadership, relevance, and social responsibility" through emphasis on ten key areas of service. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty.

**Center for Academic Support**

The Center for Academic Support (CAS) offers Tutoring via peer tutoring. The services include workshops (i.e., Save My Semester, Recalculate Your Route), seminars (i.e., Tools You Can Use: TI-84), group review sessions (i.e., College Algebra Topic Reviews, GRE Preparation), group study opportunities (i.e., TSIA, HESI, Study Break, Exam Cram), and test-taking strategies (How to take Notes, Study Buddy, 5 Day Study Guide). The Tutoring Center is a nationally certified tutoring program through the National Tutoring Association. The peer tutors are trained and certified by the coordinator each semester. Location: J.B. Coleman Library
COMPASS

The Center for the Oversight and Management of Personalized Academic Student Success (COMPASS) is designed to help Prairie View students in their second year and beyond navigate towards graduation by providing the following services: Academic Advisement, Targeted Tutorials for Personalized Learning, Campus-Wide Referrals, and Academic & Social Workshops. Location: J.B. Coleman Library

Writing Center

The Writing Center provides student consultants on all aspects of the writing process and a variety of writing assignments. Writing Center consultations assist students in such areas as prewriting, brainstorming, audience awareness, organization, research, and citation. Location: Hilliard Hall 121

University Rules and Procedures

Disability statement (See Student Handbook):

Students with disabilities, including learning disabilities, who wish to request accommodations in class should register with the Services for Students with Disabilities (SSD) early in the semester so that appropriate arrangements may be made. In accordance with federal laws, a student requesting special accommodations must provide documentation of their disability to the SSD coordinator.

Academic misconduct (See Student Handbook):

You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with your Student Handbook, especially the section on academic misconduct. Students who engage in academic misconduct are subject to university disciplinary procedures.

Forms of academic dishonesty:

1. Cheating: deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not mastered; giving or receiving aid unauthorized by the instructor on assignments or examinations.

2. Academic misconduct: tampering with grades or taking part in obtaining or distributing any part of a scheduled test.

3. Fabrication: use of invented information or falsified research.

4. Plagiarism: unacknowledged quotation and/or paraphrase of someone else’s words, ideas, or data as one’s own in work submitted for credit. Failure to identify information or essays from the Internet and submitting them as one’s own work also constitutes plagiarism.

Nonacademic misconduct (See Student Handbook)

The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either (1) the instructor’s ability to conduct the class, (2) the inability of other students to profit from the
instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. Such incidents will be adjudicated by the Dean of Students under nonacademic procedures.

**Sexual misconduct (See Student Handbook):**

Sexual harassment of students and employers at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating this policy will be subject to disciplinary action.

**Attendance Policy**

Prairie View A&M University requires regular class attendance. Excessive absences will result in lowered grades. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in assignment of a grade of “F”. Absences are accumulated beginning with the first day of class.

**Student Academic Appeals Process**

Authority and responsibility for assigning grades to students rests with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the Undergraduate Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.

**Disability statement (See Student Handbook):**

Students with disabilities, including learning disabilities, who wish to request accommodations in class should register with the Services for Students with Disabilities (SSD) early in the semester so that appropriate arrangements may be made. In accordance with federal laws, a student requesting special accommodations must provide documentation of their disability to the SSD coordinator.

**TECHNICAL CONSIDERATIONS**

**Minimum Recommended Hardware and Software:**

- Intel PC or Laptop with Windows 7; Mac with OS X; Smartphone or iPad/Tablet with Wi-Fi
- High speed Internet access
- 8 GB Memory
- Hard drive with 320 GB storage space
- 15” monitor, 800x600, color or 16 bit
- Sound card w/speakers
- Microphone and recording software
• Keyboard & mouse
• Most current version of Google Chrome, Safari, Internet Explorer or Firefox

**Note:** Be sure to enable Java & pop-ups

**Participants should have a basic proficiency of the following computer skills:**

• Sending and receiving email
• A working knowledge of the Internet
• Proficiency in Microsoft Word (or a program convertible to Word)
• Proficiency in the Acrobat PDF Reader
• Basic knowledge of Windows or Mac O.S.

**Netiquette (online etiquette):**

Students are expected to participate in all discussions and virtual classroom chats as directed. Students are to be respectful and courteous to others on discussions boards. Foul or abusive language will not be tolerated.

**Technical Support:**

Students should go to [https://mypassword.pvamu.edu/](https://mypassword.pvamu.edu/) if they have password issues. The page will provide instructions for resetting passwords and contact information if login issues persist. For other technical questions regarding eCourses, call the Office of Distance Learning at 936-261-3283.

**Communication Expectations and Standards:**

Emails or discussion postings will receive a response from the instructor, usually in less than 48 hours. Urgent emails should be marked as such. Check regularly for responses.

**Discussion Requirement:**

Online courses often require minimal to no face-to-face meetings. However, conversations about the readings, lectures, materials, and other aspects of the course can take place in a seminar fashion. This will be accomplish by the use of the discussion board. The exact use of discussion will be determined by the instructor.

**It is strongly suggested** that students type their discussion postings in a word processing application and save it to their PC or a removable drive before posting to the discussion board. This is important for two reasons: 1) If for some reason your discussion responses are lost in your online course, you will have another copy; 2) Grammatical errors can be greatly minimized by the use of the spell-and-grammar check functions in word processing applications. Once the post(s) have been typed and corrected in the word processing application, it should be copied and pasted to the discussion board.