



167 – Technical Theater – Performance Practice 1 unit course

Instructor: Wil Leggett, Production Manager

Office hours: by appointment

Office: 4 Dwinelle **Phone:** 510-642-2042 **email:** willegett@berkeley.edu

The Production Office (4 Dwinelle) is typically open 10-12 and 1-4; appointment recommended. TDPS Administrative Offices, mailboxes and advising are in 15 Dwinelle.

Prerequisite: Successful completion of THR 60: Introduction to Technical Theater and Production is required. *Space is limited.* Instructor consent may be given in specific circumstances.

Major Requirement: In addition to an upper division design course, all TDPS majors must fulfill one “run crew” and one “shop” practicum to graduate. THR 167 is intended for students who fulfilled a shop assignment during THR 60. Completion of THR 167 for 1 unit will complete your technical requirement.

Course Description

THR 167 is a course designed to offer credit for practical experience in theatrical production. The course involves participation in technical theater practice associated with department theater and dance productions as technical run crew for live performance in one of: lighting, sound, video, properties, costumes, make-up, scenery, deck, rail. The technical run crew are the persons who move props and scenery, prepare the theater for performance, run the lighting control, sound control, video control, prepare costumes, assist with make-up and hair, and everything else that happens behind the scenes during a theatrical production. Students will receive an introduction and orientation including safety information, training in the use of theater tools & equipment particular to their assignment (lights, sound, scenery, etc.), training in systems and protocol associated with technical performance, and training and rehearsal in the specific duties, actions, and cues assigned to the individual for execution during the pre-performance, performance, and post-performance time-frames.

Confirmation of Assignment

You must **confirm** your crew assignment online via the TDPS Callboard and enroll in at least one unit of THR 167, before your crew assignment will be considered confirmed and before you commence work in any TDPS venue. NO CREW position is guaranteed, unless your confirmation is complete.

Learning Objectives

Students will gain an understanding of backstage positions and responsibilities, be able to identify stage machinery, gain proficiency in use of tools, equipment and practical skills related to assigned duties. Students will learn how to work as part of a stage crew for live performance including set-up and organization of backstage areas and communication protocols for ensuring consistent and safe running of performances.

After this course, students are expected to have a broad understanding of the process of technical rehearsals and the roles and responsibilities of backstage personnel sufficient to prepare the student for continued study of the subject matter and/or understanding of the importance of each crew member in the larger context of creating live theater.

Methods of Instruction: Students will learn through demonstration and hands-on tasks both individually and in teams.

Schedule

THR 167 is an hour-based practicum. The technical rehearsal schedule consists of multiple class meetings in an intense but short period of time during the semester (reference "Fall 2017 Production Schedules"). All students will participate in "strike" (the disassembly of the show-specific theater installation) immediately following the final performance. Most crew assignments are longer than 45 hours (1 unit) and most are fewer than 90 hours (2 units). Please note that you are obligated to fulfill ALL SCHEDULED HOURS for your assignment. If you select a run crew assignment with a schedule of fewer than 45 hours, it is your obligation to seek make-up/additional hours to earn your unit.

Attendance and Tardiness

Crew members are agreeing to work as an integral and irreplaceable part of a live theatrical performance. The nature of live theater means that the absence of any member of the production team can not only affect the artistic performance, but may indeed jeopardize the safety of fellow crew and actors. **Therefore, a perfect attendance record is the assumption for this course, which means on-time attendance at to every rehearsal, and and performance call indicated on the Master Calendar for the Production. Accepting a crew assignment means that you are committing to arrive to all scheduled calls, on time, without exception.** If you have a conflict with the schedule (including conflict for religious observance) then you are ineligible for that run crew and should select an alternate assignment.

Technical production schedules operate on Real Time, not on Cal Time. When schedules indicate a start time 'on the hour', there is NO 10 minute grace period – **work begins on the hour.**

Participation

Run crew members are an integral part of creating live theater. Successful participation includes:

- arriving on time, in appropriate attire, ready to work
- maintaining willingness to experience and apply new ideas and approaches, and learn new skills
- maintaining a mature, responsible attitude towards fellow students and shop staff
- being proactive in seeking assistance when needed or seeking new tasks when idle

Theater Decorum

Come dressed to work! *If you arrive to your lab without proper attire, you will be asked to leave and marked absent/unexcused.* Please wear clothing that is safe and comfortable to work in. You may be using tools and equipment, painting, dying, using ladders and lifts, or handling equipment. Shops and theaters are construction sites - expect to get dirty! Depending on your assigned duties, you may be required to use personal protective equipment, which will be provided. (PPE: gloves, safety glasses, earplugs, etc.) Lockers are available for your use and may be signed out with the Stage Door Guard.

- shoes should be comfortable lace-up walking shoes/sneakers or work boots
- open-toed shoes, flats, sandals, etc are not acceptable, even in the costume shop
- pants are recommended, preferably with pockets for carrying tools
- skirts are not permitted
- you may be asked to remove jewelry or tie hair back for safety purposes

During final technical rehearsals and throughout performances, you will be asked to wear ALL black clothing. Your "show blacks" should not have logos, printing, stripes, decals, etc. Depending on your production assignment, you may be asked to wear a costume. Proper crew attire consists of:

- long black pants preferably with pockets

- long-sleeved, *crew-neck* black shirt (v and scoop necks are not acceptable)
- solid black socks and shoes - preferably lace-up type shoes or boots (flats or heeled shoes are not acceptable)
- hoods and hats are not permitted

You are required to bring a notebook and pen or pencil to all crew calls so that you can take notes.

Grading Procedures

This course receives a letter grade based on a 100 point scale. (For THR 60, this crew comprises 25% of your grade.)

Attendance comprises 55% of your grade.

- absence is not permitted
- tardiness to a crew call without prior arrangement reduces your grade by **3** points
- *lost points for unexcused tardiness cannot be restored*
- students must be present at all scheduled crew calls to pass this course; failure to complete the hours will result in a failing grade

Participation comprises 40% of your grade.

- competent and consistent performance of all assigned tasks
- maintaining willingness to experience and apply new ideas and approaches, and learn new skills
- maintaining a mature, responsible attitude towards fellow students and shop staff
- being proactive in seeking assistance when needed or seeking new tasks when idle

Wearing proper crew attire comprises 5% of your grade

- 1 point will be deducted each call for failure to arrive in proper attire or to bring required items

Incompletes

In compliance with UC policy, an Incomplete will NOT be given for a failure to complete hours required for your unit(s), or a failure to comply with timekeeping procedures of your crew or shop unless that failure is due to extenuating circumstances such as a serious injury or illness.

Resources

glossary of technical terms

Safety & Emergency Preparedness

Safety is our first priority in all TDPS activities. Please be aware of and follow these basic safety guidelines:

- Use common sense. If something seems unsafe, speak with a TDPS staff member.
- During the course of the semester you will be trained in many activities and protocols. Do not perform any task or operate ANY tool or equipment for which you have not received prior instruction from TDPS staff.
- Please report any hazards immediately to a TDPS staff person.
- Please report any injury immediately
- If you are unsure about something, ASK!

Students are obligated to adhere to all safety guidelines and procedures established within each shop or venue. Failure to do so constitutes grounds for action up to and including dismissal from the course.

Statement on Accommodations

TDPS strives to be an equal opportunity learning environment though can only provide official academic accommodations to students registered with the Disabled Students Program (DSP) and can only provide the particular accommodations stipulated in the DSP accommodation letter. If you need accommodations for any physical, psychological, or learning disability, please register with DSP immediately and then confirm that official notification of your accommodation needs has been received in the Production Office and communicated to your shop supervisor.

Disabled Students' Program

Phone: 510. 642.0518 (voice), 510.642.6376 (TDD)

Website: dsp.berkeley.edu/dspServices.html

TDPS will attempt to make reasonable accommodation for students' religious beliefs, observations, and practices, though as stated in the attendance section above, students who have schedule conflicts based on religious observance should choose an alternate schedule. If you have questions about any other accommodation, you must address the Production Manager prior to committing to participation and enrolling in the course.

Disclaimer

Details of this syllabus and schedule are schedule subject to change in accommodation of extenuating circumstances related to department productions.

Failure to abide by the terms of these policies, including unexcused absences, tardiness, arriving to a work call inappropriately dressed, and inappropriate or unsafe behavior will result in dismissal from the crew, and subsequent failure of the unit(s).