



169 – Technical Theater – Advanced Practice

1 to 4 unit course

Instructor: Wil Leggett, Production Manager

Office hours: by appointment

Office: 4 Dwinelle **Phone:** 510-642-2042

email: willeggett@berkeley.edu

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

Prerequisite: Successful completion of THR 60 and THR 167 or 168; or THR 176 or THR 179. Consent of the instructor is required for all enrollment. Space is limited.

Course Description

Overview: THR 169 is intended for a student who has completed introductory level application of theater practice in a particular craft field and is training in advanced techniques and applications and/or assuming additional responsibilities in relation to production in that same field. Participation in advanced technical theater practice associated with department productions to include:

OPTION A: Lead, head, or coordinator position with technical run crew for live performance in one of: lighting, sound, video, properties, costumes, make-up, scenery, deck, rail.

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.

OPTIONB: Advanced application of workshop activities (fabrication, treatment, and installation) in one or more of: costumes, hair, make-up, scenery, properties, lighting, video, and sound.

Students fulfilling hours for 169 will work on one or more productions helping to build, paint, and assemble scenery, props or costumes, or to hang lighting, install sound equipment, hang soft goods, move seating, or otherwise configure the theater facilities. In lab groups, you will also work on shop set-up, stock maintenance, and other general theater-facility maintenance duties.

Students working in TDPS shops and facilities will be trained in general safety protocol, the use of theater and shop tools and equipment associated to their particular assignment, and methods and techniques of construction, treatment, and installation. Under staff supervision, students completing advanced practice may work independently on projects, lead other workers in construction projects, or develop working drawings, patterns, and jigs for construction and fabrication.

Learning Objectives:

– *what will students be expected to know or do after this course?*

– *what competencies/skills/knowledge will students be expected to demonstrate at the end of the course?*

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

Schedule:

THR 169 is an hour-based practicum. Assignments are fulfilled through an established schedule of work in department shops and venues. Accompanying the syllabus you will find the “Technical Rehearsal and Performance Schedules” for all eligible productions in the current semester. Students choosing a crew assignment should select from the available productions and discuss with the Production Manager. Students performing coordinator, lead, or head positions may have designated assignments and scheduling in addition to the technical rehearsal and performance schedule including, but not limited to production meetings, rehearsals, fittings, etc. Students may develop paperwork and documentation associated with their department operation.

Students choosing a shop assignment should discuss a schedule of work with the desired shop supervisor.

Each unit of 169 is equivalent to 45 hours of practice. Based upon your selected assignment you should enroll for the number of units you intend to complete. Discuss any questions with the Production Manager prior to enrolling. The units are letter graded.

Course Policies

Confirmation of Assignment

You must **confirm** your lab 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 and on file with the Production Manager for the Department of Theater, Dance, and Performance Studies.

Attendance and Tardiness

LABS: All lab hours must be completed by **noon on the last day of scheduled instruction**. It is the responsibility of the student to ensure that hours worked are recorded; each shop maintains their own method of timekeeping. **If you neglect to record your time, it is your responsibility to correct the error with your crew supervisor before the deadline. There are NO exceptions to this deadline.** *Missed hours due to absence from scheduled lab time can be made-up ONLY at the discretion of the shop supervisor. Failure to complete the total number of hours required for the units will result in a failing grade.*

CREWS: 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. **Accepting an assignment to work on a run crew means that you are committing to being at all scheduled work calls, technical rehearsals, performances, and strikes without exception and on time.** 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.

It is the responsibility of the student to ensure that hours worked are recorded on your timesheet in the “logbook.” Crew supervisors will return the time-sheets to the Production Manager following the final performance & strike. **If you neglect to record your time, it is your responsibility to correct the error with your crew supervisor before you leave the theater. Failure to complete your lab hours will result in a failing grade.**

Participation

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

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

Consumption of food is not permitted in the shops or theaters during lab. Closed water bottles are permitted in designated areas.

Please turn off cell phones/and or refrain from their use during lab time. Personal electronic devices may be used on breaks.

Grading Procedures

Attendance comprises 50% of your grade.

- absence from a lab or crew session without prior arrangement reduces your grade by **3** points
- tardiness to a lab or crew session without prior arrangement reduces your grade by **1** point
- *lost points for unexcused tardiness or absence cannot be restored*
- students must complete all hours of lab work/crew calls to pass this course; failure to complete the hours will result in a failing grade

The remaining 50% of your grade is comprised of participation and executing assigned tasks and responsibilities in a timely manner. Tasks and responsibilities are determined independently with each student based on prior experience and chosen focus for the current semester.

Incompletes

In compliance with university policy, incompletes will NOT be given for a failure to complete hours required for your unit(s), or a failure to turn in a completed timesheet, unless that failure is due to extenuating circumstances such as a serious injury or illness.

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

In compliance with UC policy, the department will attempt to make reasonable accommodation for students' religious beliefs, observations, and practices. Students should address such needs or concerns at the earliest possible point in the semester to ensure that an accommodation can be made.

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 lab, and subsequent failure of the unit(s).