A Successful Student:
… Will attend all required events (meetings, rehearsals, performances, and strikes).
… Will proactively communicate with their supervisors and mentors.
… Will achieve the goals set out for them by their syllabus and supervisor.
… Will exceed expectations for production assignment requirements.
… Will treat peers and mentors with respect and interact well with others if assigned to a leadership role.
… Will maintain a positive attitude throughout their production assignment.
… Will maintain a sense of professionalism by being a good collaborator and doing their best to ensure an excellent production.
… Will work (and record) a minimum of 50 hours, and will continue to work until the job is complete.
… Will be graded on their overall performance during their production assignment.

Learning Goals
Actively participate in a Theatre UNI mainstage production or Theatre for Youth Project
Develop a strong grasp of theatre skills and terminology
Engage in thoughtful reflection about the process and communicate about your experience

Practicum and Incompletes
In an effort to make sure that students are able to put their coursework first and to support students in making progress toward graduation, the faculty is adopting the following policy in regards to practicum/production assignments and students who are working on an incomplete from a previous semester:

1. The faculty will be notified about any student working on an incomplete prior to casting and practicum/production assignments. This notification will include information about the scope of the work required for the completion of the incomplete.
2. The faculty will discuss the incomplete and the student’s past performance in class and production to determine if a student is still eligible for casting and/or upper-level practicum/production assignments while working on the incomplete. The faculty will make a decision on a case-by-case basis based on the scope of the work required for the incomplete and the student’s academic and production record including current and past GPA.
3. Though decisions about eligibility will be made for each student, some possible outcomes are that a student will be determined ineligible for any assignment in order to allow them to focus on catching up with their studies. A student may also be eligible for assignment, but only for lower-level practicum, or a student may be eligible for any assignment contingent on meeting specific benchmarks by certain deadlines (either before or during a production process) or the student may be removed from the production.
4. As participation in departmental productions is an important part of a student’s training and academic work, decisions to render a student ineligible are taken very seriously and are based on what is in the best interest of the student.
The production manager will check with faculty twice a semester to compile a list of the students receiving incompletes; once when the initial call for Practicum applications is sent out and again closer to the end of the semester. They will disseminate this information to the faculty and check-in about plans for completion with the professor giving the incomplete.

Instructors

<table>
<thead>
<tr>
<th>Name</th>
<th>Office</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gretta Berghammer</td>
<td>250 CAC</td>
<td>319-273-2149</td>
<td><a href="mailto:gretta.berghammer@uni.edu">gretta.berghammer@uni.edu</a></td>
</tr>
<tr>
<td>Jim Bray</td>
<td>252 CAC</td>
<td>319-273-6270</td>
<td><a href="mailto:james.bray@uni.edu">james.bray@uni.edu</a></td>
</tr>
<tr>
<td>Ron Koinzan</td>
<td>120 SWT</td>
<td>319-273-2139</td>
<td><a href="mailto:ron.koinzan@uni.edu">ron.koinzan@uni.edu</a></td>
</tr>
<tr>
<td>Eric Lange</td>
<td>257 CAC</td>
<td>319-273-6886</td>
<td><a href="mailto:eric.lange@uni.edu">eric.lange@uni.edu</a></td>
</tr>
<tr>
<td>Katy McGlaughlin</td>
<td>124 SWT</td>
<td>319-273-6387</td>
<td><a href="mailto:katy.mcglahgluin@uni.edu">katy.mcglahgluin@uni.edu</a></td>
</tr>
<tr>
<td>Mark Parrott</td>
<td>205 SWT</td>
<td>319-273-2208</td>
<td><a href="mailto:mark.parrott@uni.edu">mark.parrott@uni.edu</a></td>
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<tr>
<td>Amy RohrBerg</td>
<td>122 CAC</td>
<td>319-273-6459</td>
<td><a href="mailto:amy.rohrberg@uni.edu">amy.rohrberg@uni.edu</a></td>
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<tr>
<td>Katrina Sandvik</td>
<td>102 SWT</td>
<td>319-273-5912</td>
<td><a href="mailto:katrina.sandvik@uni.edu">katrina.sandvik@uni.edu</a></td>
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<tr>
<td>Steve Taft</td>
<td>CAC 121</td>
<td>319-273-2543</td>
<td><a href="mailto:steve.taft@uni.edu">steve.taft@uni.edu</a></td>
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<tr>
<td>Matthew Weedman</td>
<td>253 CAC</td>
<td>319-273-6331</td>
<td><a href="mailto:matthew.weedman@uni.edu">matthew.weedman@uni.edu</a></td>
</tr>
</tbody>
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Course Description

Theatre Practicum and Theatre Production provide students with practical opportunities to further develop theatre skills by completing Department of Theatre production assignments, main stage roles, and Theatre for Youth teaching assignments.

Credit Bearing Activities

Main Stage Roles

Students who are cast in main stage productions are automatically registered for Theatre Practicum or Theatre Production by the Department Secretary. Please note that only one role may be used for Practicum credit. All subsequent roles are registered as Theatre Production credit. Expectations for achievement and criteria for performance evaluation will be determined by individual directors and coaches. Performance students are required to complete 3 practicum assignments.

Theatre for Youth Teaching Assignments

Students requesting a Theatre for Youth teaching assignment should address requests directly to Gretta Berghammer. Please note that only one Theatre for Youth Teaching Assignment may be used for Practicum credit. All subsequent assignments are registered as Theatre Production. Expectations for achievement and criteria for performance evaluation will be determined by Gretta Berghammer.

Production Assignment

In order to receive a production assignment, students must submit assignment requests via email to the Department of Theatre Production Manager (katy.mcglahgluin@uni.edu). Please consult “Production Assignment Credit Equivalencies” on the next to the last page of this syllabus for a listing of possible production assignments and their credit equivalencies. Production assignments are confirmed and finalized after auditions. Students assigned to a production practicum are automatically registered for Theatre Practicum or Theatre Production by the Department Secretary. Design and production emphasis students are required to complete a total of 4 assignments (3 Practicum and 1 Production).
**Theatre Practicum**

**Fall 2021**

**Theatre Production**

Theatre 2050 (1 Credit)

Theatre 3050 (1 or more Credits)

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**Required Texts**

**For All Assignments**

**Syllabus**
This is the complete unabridged syllabus for Theatre Practicum and Theatre Production.

**Production Calendar**
This is the primary production-scheduling instrument for the Department of Theatre. It includes design deadlines, dates and times for design presentations, crew views, technical rehearsals, performances, strikes, and production forums. Students who are claiming a major role for Theatre Practicum or Theatre Production credit will receive a rehearsal schedule from their stage manager.

**The scripts**
All theatre students should read the plays produced by the Department of Theatre during the semester. They can be located here: [https://tinyurl.com/F21Scripts](https://tinyurl.com/F21Scripts)

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**For Production Assignments**

Production assignment required texts can be found in the “current-students/student resources” section of the Department of Theatre website. It is the instructors’ expectation that students will have read relevant sections of the following texts prior to beginning work on production assignments.

- **SWT Production Handbook**
  This handbook explains the responsibilities and procedures relevant to all production assignments.

- **Master Electrician Handbook**
  This handbook explains the responsibilities and procedures relevant to the work of the Master Electrician.

- **Stage Management Handbook**
  This handbook explains the responsibilities and procedure relevant to the work of the Stage Manager and Assistant Stage Manager

- **Paint Crew Handbook**
  This handbook explains the responsibilities and procedure relevant to the work of the paint crew

**Possible Production Assignments**
This is a listing of possible production assignments and their credit hour equivalency.

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**For Main Stage Roles**

In addition to the performance handbook the Directors and coaches of main stage productions determine required texts and share that information with the cast in rehearsal.

- **Performance Handbook**
  This handbook explains the responsibilities and expectations relevant to performing in a mainstage show.

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**For Theatre for Youth Teaching Assignments**

Gretta Berghammer is the supervisor for all students who will be registered for Theatre for Youth teaching assignments. Please consult Gretta regarding required texts and materials.
Requirements

In order to successfully complete your practicum/production assignment, please follow these guidelines:

1. **Attend the first class meeting.** Only those students requesting a production assignment are required to attend the first class meeting on Thursday, August 26th at 5:15pm.

2. **Attend required events.*** Required events include technical rehearsals, performances/filming/recording sessions, and strikes for the productions to which you are assigned. There may be other events required by your supervisor. If you cannot attend one of these required events because of a class conflict, you must contact the Production Manager prior to the event and request an excused absence. Attendance will be taken at all events and if you are not present and have not been granted an excused absence, you will be counted absent. Absences from required events will have a negative impact on your final course grade.

3. **Attend required work calls.** If applicable, you will establish a schedule of work calls with your supervisor at the beginning of the semester. If you cannot attend a work call, notify the appropriate supervisor in advance and arrange to make up the time. Please note:

   *Scheduled work sessions in the Costume and Scenery Studios are recommended to be at least 2 hours long. Typically, it will be necessary for you to complete 4-6 hours per week in order to fulfill a 50-hour requirement over the course of the semester. While we recognize that the semester may cause us to pivot, we will be looking for you to be on track to meeting that goal. Please note that you are required to log hours on the day you complete a work session. If you are assigned hours in a studio for a production, you must complete those hours by the opening performance of the production. Any exceptions must be arranged with your supervisor prior to opening.*

4. **Complete required production assessments.** After strike, you will be sent information allowing you to access the online production assessment or the production(s) to which you have been assigned.

5. **Document your work for your portfolio.** Theatre production experiences become an important part of design and production portfolios. Design and Production students should follow the practice of taking project photos, especially process photos, and keep copies of sketches, drawings, schedules, and other production paperwork.

6. **Attend and/or Present at Portfolio Review/Juries.** It is important that you learn about presenting your work through either active participation or observation.

7. **Attend the Post Production Forums** for the productions for which they have an assignment. The Post Production Forum for *A Small Pair of Feet...* is **Monday, October 4th at 5:15 PM** in the SWT. The forum for *The Fractured Mind...* is **TBD at 5:15 PM** in the SWT.

*Required Events for Production Assignments and Main Stage Roles*

Students registered for a production assignment and main stage roles are required to attend all design presentations, and the crew view, and strike for the productions for which they have received an assignment. Excused absences will be granted to those students who declare work or class conflicts to the Production Manager within the first three weeks of the semester. Make your work schedule around these events.

Please note the dates and times for these required events:

* *A Small Pair of Feet in the Middle of the Sea* by Kit Steinkellner
  - **Design Presentation** 6:00-7:00pm Wednesday, September 1st in the SWT
  - **Crew View** TBD around September 17th.
  - **Tech** - Saturday, September 25th - Tuesday, September 28th
  - **Performances** - Wednesday, September 29th- Sunday, October 3rd
  - **Rain Dates** - Thursday, October 7th-Sunday, October 10th
  - **Strike** 4:30pm Sunday, October 3rd or Sunday, October 10th
The Fractured Mind of Eric Coble: A collection of works by Eric Coble
   Crew View - TBD as needed - Potentially October 18th-22nd
   Recording - October 26th-31st
   Strike - As needed

**Due to the ever changing nature of the times we are in, there may be additions or changes to the schedule. We will do our best to get you information in a timely manner**

**Be proactive about requesting assistance from your instructors.** It is the expectation of your teachers that you will request assistance and direction in matters related to performance, management, design, construction, build schedules, personnel assistance requests, and purchases.

   Proactive requests for support are construed by your instructors to be signs of maturity and professionalism, not incompetence.

**Safety**

You should not undertake an assigned project unless comfortably self-assured that you understand how to proceed in a safe manner. If you feel unsafe about an assigned task, request further instruction from your supervisor.

**Attire**

Students must wear clothing appropriate for the studios to which they have been assigned.

**Scenery Studio:**

For the sake of your own safety, and for the sake of others with whom you will be working, please observe the following directives for dressing safely in the Scenery Studio.

- All students must wear close-toed shoes. Sandals may not be worn in the Scenery studio.
- Loose and flowing garments may not be worn and it is recommended that students not wear jewelry during their studio calls.
- If you have long hair, be prepared to secure it behind your head so that it does not fall in your face or into your work area.
- Wear clothes that can get dirty. Assignments in the Scenery Studio usually involve contact with sawdust, glue, paint, and other materials that can damage clothing. Lockers in the dressing rooms adjoining the Makeup Room may be used to store required clothing and equipment.
- Non-impact rated face shields MAY NOT be worn in the scenery studio.

**Costume Studio:**

- Closed-toed rather than open-toed shoes are the recommended footwear for the Costume Studio.
- On most days, school-clothes may be worn, but students should be prepared for painting and dyeing workdays that may require appropriate clothing.
- Lockers in the dressing rooms adjoining the Makeup Room may be used to store required clothing and equipment.
- For fittings, actors (and costume personnel) must wear a combination of masks and face shields. Costumers will wear gloves.

**Backstage Assignments:**

- Closed-toed, all-black shoes
- A long sleeved black shirt with minimal or no decoration
- Black pants with pockets (not leggings or shorts over leggings or tights).
- Clothing should not be holey or sheer.
Over-commitment

All of us want to be deeply involved in activities that allow us to grow as theatre artists and enjoy the exciting communities that develop during theatrical production. In pursuit of such experiences, it is easy to become overcommitted in ways that are detrimental to health and GPA.

In order to minimize over-commitment, the department has adopted a policy whereby acceptance of a role or production assignment for Theatre Practicum or Theatre Production credit is considered a commitment to not be involved in a UNISTA production during the Practicum or Theatre production assignment-period.

Attendance

Attendance at scheduled work calls is mandatory. Tardiness and absence from scheduled calls will have a detrimental effect on your course grade. If you are feeling ill you should contact your supervisor and send them all of your working notes. If you are in quarantine or isolation you should contact Katy Mac with the dates that you will be absent so that appropriate arrangements can be made.

Evaluation of Student Work

The design and production staff meets around midterm and again at the end of the semester to discuss student work and award production assignment grades. The director and coaches confer to award main stage role grades. Gretta awards grades for Theatre for Youth assignments.

The evaluation worksheet used by your supervisors to determine your course grade appears on the last page of this syllabus.

Google Calendar

Syncing the online Production Calendar with your personal Google Calendar in order to receive automatic updates

1. In the public view of the Production Calendar website, click on the bottom right icon in the calendar that says +googleCalendar.
2. In the screen that pops up, add each calendar you would like to have appear in your personal Google Calendar.
3. In your personal Google Calendar view, on the left hand side where the new shared calendars appear, choose the small triangle pull down for the calendar you would like to see notifications of, and choose "notifications."
4. Here you can set up reminders, email notifications and / or SMS notifications. The bottom of this screen lets you set up your phone to receive notifications.

Face Mask Policy

Protecting our campus from COVID-19 depends on all of us acting with care and responsibility. To protect each other and our campus community, we encourage you to wear masks that cover your mouths and noses inside all campus buildings, including throughout the duration of class.
Theatre Departmental Policies

- **TheatreUNI Equity and Anti-Racism Syllabus Statement**
  Dedicating ourselves to being an anti-racist program is essential to our mission of educating through theatre. Our department commits itself to participating in the dismantling of systemic racism and oppression in our society in order to equitably serve our students, audiences, community members, teachers and guest artists.

  The faculty and staff of TheatreUNI condemn racism of all types, and unconditionally embrace the rejection of racist actions, language, curriculum, and content from our programs, classes, activities, and productions. Our process is transparent. Our process is ongoing. For a guide to the equitable and anti-racist actions that TheatreUNI is currently undertaking, please visit bit.ly/EquityTheatreUNI for updates and resources.

- **Objectionable Material:** There may be times during this course when students are exposed to subject matter that they may find objectionable. When these include actions or values that could be offensive to your personal values, you may elect not to attend the event. Should such a circumstance arise, and you elect not to attend an assigned event, you will remain responsible for relevant ideas and information associated with the event, and with consultation with the instructor you may need to do alternative work for class.

- **SWT Rehearsal Furniture:** There are two complete sets of rehearsal furniture that can be used by theatre students as needed for class work. One set resides in the BMT, the other in the APR. DO NOT MOVE anything from one space to another. Keep working spaces picked up and clean. It is a privilege to work in these spaces, so treat them well. They are your additional homes while you are with Theatre UNI.
  
  - Other props, costumes, and furniture are not available for checkout/use this semester.

- **Performance Students**
  ALL Performance students will attend Juries in some capacity, be it observing or performing. Please review the following Google Drive for more information. Sample resume, advising sheets, and the Performance Student Handbook can all be found here: bit.ly/UNIPerformance

- **Design & Production Students**
  ALL D&P students are required to attend Fall & Spring Portfolio Reviews each semester in some capacity:
  
  - Freshmen Fall & Spring- to observe  
  - Sophomores Fall- to observe, or present depending on classes; Spring- present  
  - Juniors & Seniors Fall & Spring- to present
  
  In the Department of Theatre, each emphasis has its required benchmarks to measure student progress. In the Design & Production (D&P) Emphasis, it is our semi-annual Portfolio Reviews. In some manner, all of your theatre classes contribute directly towards these reviews, be it creating work to display, increasing your vocabulary, or facilitating your ability to speak comfortably in public. The format of these reviews vary in order to expose you to different industry expectations. There is a mandatory meeting each semester to let you know the format and then a workshop closer to the review date to help prepare.

- **Panther Pantry**
  Theatre students! We realize that because of what we do and the time spent on your love for theatre, you may not have the time or funds to grab good food quickly (or affordably) before rehearsals and/or classes. The Panther Pantry allows everyone who is a full time student to grab food whenever they want or need.

  The purpose of the Panther Pantry is to ensure that UNI students are able to get their basic food and necessity needs met. We recognize that in order to succeed in the classroom, and here at UNI, students need to have access to food. And sometimes, if funds are tight, this can help you either that day, that week, or that month.

  It is now stocked with perishable food items such as milk, eggs, fruit, frozen chicken, etc. The items carried will vary based on availability.

  Visit their website at: https://pantherpantry.uni.edu
University Policies

- **Free Speech**  
The University of Northern Iowa supports and upholds the First Amendment protection of freedom of speech and the principles of academic and artistic freedom. We encourage the free and responsible exchange of diverse ideas on our campus. The University is committed to open inquiry and the spirited and thoughtful debate of such ideas.

- **Office of Compliance and Equity Management**  
Content in this class has the potential to be disturbing to some individuals based on life experiences. If you ever feel the need to step out of the classroom or decline participation in an activity, please request an alternative learning experience.

UNI Policy 13.02 Discrimination, Harassment, and Sexual Misconduct states: "The University is committed to providing a workplace and educational environment, as well as other benefits, programs, and activities, that are free from discrimination and harassment based on a protected class, as well as retaliation."

Policy 13.02 outlines prohibited conduct and reporting processes. All University employees who are aware of or witness discrimination, harassment, sexual misconduct, or retaliation are required to promptly report to the Title IX Officer or Title IX Deputy Coordinator.

- Title IX Officer Leah Gutknecht, Assistant to the President for Compliance and Equity Management, 117 Gilchrist, 319.273.2846, leah.gutknecht@uni.edu
- Title IX deputy coordinator: Christina Roybal, Sr. Associate Athletic Director Athletics Administration, North DOME 319.273.2556, christina.roybal@uni.edu

*If you or someone you know has been harassed or assaulted, you can find the appropriate resources at safety.uni.edu and equity.uni.edu. Resources that provide free, confidential counseling are also detailed at safety.uni.edu.*

For additional information, contact the Office of Compliance and Equity Management, 117 Gilchrist Hall, 273-2846, equity@uni.edu

- **Student Accessibility Services**  
The University of Northern Iowa (UNI) complies with the Americans with Disabilities Act Amendments Act of 2008 (ADAAA), Section 504 of the Rehabilitation Act of 1973, the Fair Housing Act, and other applicable federal and state laws and regulations that prohibit discrimination on the basis of disability. Students with disabilities experiencing a barrier to access should connect with Student Accessibility Services (SAS) to request accommodations. For more information about the accommodation process, please contact SAS at (319) 273-2677 Relay 711, accessibilityservices@uni.edu, or GIL 118. Additional information is also available at sas.uni.edu.

- **The Learning Center**  
The Learning Center @ Rod Library provides free tutoring for a variety of different areas (i.e. writing, math, science, business, Spanish, college reading and learning strategies). The Learning Center @ Rod Library is open for walk-in assistance Monday-Thursday 10am-10pm and is free of charge for all UNI students. If you are unavailable during normal tutoring hours, online tutoring is also available through Smarthinking. You will need your CATID and passphrase to gain access. To access the Smarthinking platform go to https://tlc.uni.edu/online. For more information, go to https://tlc.uni.edu, email TheLearningCenter@uni.edu, call 319-273-6023, or visit the TLC desk located on the main floor of Rod Library.

- **Academic Integrity**  
To ensure academic integrity and to follow UNI policies on Student Academic Ethics (see: IV. Academic Ethics Violations), students will not plagiarize, misrepresent, fabricate, or cheat. Unless otherwise instructed and approved by the instructor, students will take quizzes and exams individually, without collaboration with other parties and/or using notes or other texts. Similarly, students will submit work (papers, presentations, and other assessments) that is their own work (in regard to violations of these ethics policies, see: V. Academic Ethics Sanctions).
• **UNI Policy 8.10 Smoking and Tobacco Use**
  **Policy Statement:** The policy of the University of Northern Iowa is to provide a smoke and tobacco-free environment for its students, faculty, staff, administrators, visitors and the general public on campus. Smoking and use of tobacco products are prohibited on university owned or leased property, and in University vehicles and any vehicle located on University property.
  **Exception:** Smoking and use of tobacco products, to the extent not prohibited by federal or State law (e.g., Code of Iowa Chapter 142D Smokefree Air Act), is permitted in the Gallagher-Bluedorn Performing Arts Center, Lang Auditorium, UNI Interpreters Theatre, Bengston Auditorium and the Strayer-Wood Theatre when it is called for by the director of a production as part of the production. This exception only applies to the specific characters during rehearsals and performances of the production. The appropriate department in charge of the production shall include notification that there will be smoking in the show if there will be any vapors, fumes, aerosol, or other emissions as a result of the use of this exception. Smoking and use of tobacco products in the green rooms is prohibited.

• **Dean of Students – Disruptive Behaviors**
  Disruptive behavior is a major learning inhibitor in college classrooms and will not be tolerated. Disruptive behavior in the classroom includes but is not limited to:
  o Challenging the instructor’s authority in class.
  o Inappropriate, disrespectful or uncivil responses to the comments or opinions of others in the classroom.
  o Threats/challenges to do physical harm (even when stated in a joking manner).
  o Intimidating or bullying behavior.
  o Use of obscene or profane language.
  o Excessive talking.
  o Late arrival or early departure from class without permission.
  o Use of personal electronic devices such as cell phones, pagers, or PDAs.
  o Coming to class under the influence of alcohol or another controlled substance.
  o Bringing individuals to class who are not enrolled, including infants or children.
  o Improper use of equipment, materials, or resources.
  o Inappropriate conduct while on field assignments.
  Students may be reported to the Theatre Head, Dean of Students, or UNI Police for possible disciplinary action(s).
**Production Assignment Credit Equivalencies**

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<th>Assignment</th>
<th>Credits</th>
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<td>1-3</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Master Electrician</td>
<td>1-3</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Asst Master Electrician</td>
<td>1</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Electrics Crew</td>
<td>1</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Special Effects Coordinator</td>
<td>1-3</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Projections Coordinator</td>
<td>1-3</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Wardrobe Run Crew Head</td>
<td>1</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Makeup/Hair Run Crew Head</td>
<td>1</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>House Manager</td>
<td>1</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Asst House Manager</td>
<td>1</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Actor</td>
<td>1</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Deck Chief</td>
<td>1</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Weapons Captain</td>
<td>1</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Fire Captain</td>
<td>1</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Fight Captain</td>
<td>1</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Scenery Studio Staff</td>
<td>1</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Costume Studio Staff</td>
<td>1</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Production Assistant</td>
<td>1-3</td>
<td>Prac X</td>
<td>X</td>
</tr>
<tr>
<td>Theatre for Youth Teaching</td>
<td>1-3</td>
<td>Prac X</td>
<td>X</td>
</tr>
</tbody>
</table>
## Fall 2020 Production Practicum Grading Worksheet

Circle one:  
- Theatre Practicum  
- Theatre Production

<table>
<thead>
<tr>
<th>Role</th>
<th>Responsibility</th>
<th>Notes</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance</td>
<td>Design Presentation</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Crew View</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rehearsals</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Performances</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Strike</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Juries/Portfolio Review</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Production Assessment</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Misc. Assignment</td>
<td></td>
<td>_____/20</td>
</tr>
<tr>
<td>Performance</td>
<td>How successfully was the job done? Did the student perform to their capacity?</td>
<td></td>
<td>_____/20</td>
</tr>
<tr>
<td>Proactivity</td>
<td>Was the student's performance proactive? Did the student seek clarification and assistance?</td>
<td></td>
<td>_____/20</td>
</tr>
<tr>
<td>Professionalism</td>
<td>Did the student collaborate with focus, patience, and safety?</td>
<td></td>
<td>_____/20</td>
</tr>
<tr>
<td>Development</td>
<td>Did the student develop proficiency with appropriate skills and terminology?</td>
<td></td>
<td>_____/20</td>
</tr>
</tbody>
</table>

**Total points:**  

**Course grade:**

---

**Evaluation Points:**  
- 20=A  
- 18=B+  
- 15=C+  
- 12=D+  
- 9=F  
- Evaluation %:  
  - 100-97=A  
  - 92-89=B+  
  - 80-77=C+  
  - 68-65=D+  
  - 56-00=F  
- 19=A-  
- 17=B  
- 14=C  
- 11=D  
- 96-93=A-  
- 88-85=B  
- 76-73=C  
- 64-61=D  
- 16=B-  
- 13=C-  
- 10=D-  
- 84-8=B-  
- 72-69=C-  
- 60-57=D-
EXAMPLE: Spring 2020 Performance Practicum Grading Rubric

Students who receive practicum or production credit for acting in a production will be graded with the following rubric. Students who demonstrate some criteria from one category and some from another will receive a grade that reflects placement in multiple categories

<table>
<thead>
<tr>
<th>Meets Expectations</th>
<th>Developing</th>
<th>Does Not Meet Expectations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actor was present and on time at all rehearsals, meetings, fittings, and other show-related events.</td>
<td>Actor was present at most rehearsals, meetings, fittings, and other show-related events.</td>
<td>Actor missed several rehearsals, meetings, fittings, and other show-related events without communication/permission.</td>
</tr>
<tr>
<td>Actor communicated with the team when required.</td>
<td>Actor was occasionally negligent in communicating with the team when required.</td>
<td>Actor rarely communicated with the team when required.</td>
</tr>
<tr>
<td>Actor met all deadlines for learning material</td>
<td>Actor did not meet all deadlines for learning material.</td>
<td>Actor met few deadlines for learning material.</td>
</tr>
<tr>
<td>Actor demonstrated professionalism and leadership at all times during production.</td>
<td>Actor infrequently demonstrated professionalism and leadership.</td>
<td>Actor demonstrated unprofessional behavior.</td>
</tr>
<tr>
<td>Actor completes the post show evaluation by the stated deadline</td>
<td>Actor may or may not complete the post show evaluation by the stated deadline</td>
<td>Actor fails to complete post show evaluation.</td>
</tr>
</tbody>
</table>