

Bergen Community College
Division of Arts, Humanities & Wellness
Department of Performing Arts

Course Syllabus

Theatre Production Workshop THR 216*

(*recommended course #)

Date of Most Recent Syllabus Revision: March 1, 2011
Course Typically Offered: Fall ___ Spring **X** Every Semester ___ Other ___
Syllabus last reviewed by: BCC General Education Committee _____
Curriculum Committee _____

Basic Information about Course and Instructor

Semester and Year:
Course and Section Number:
Meeting Times and Locations:

Instructor:
Office Location:
Phone:
Departmental Secretary:
Office Hours:
Email Address:

Course Description

Theatre Production Workshop is a practical course that produces a selected dramatic work as a result of collective class involvement in casting, set design and construction, lighting, costuming, makeup, promotion, rehearsal, stage management, and performance. The workshop culminates in a public performance of the project.

4 Lecture, 4 Credits
Prerequisite: THR110 and THR131

Student Learning Objectives: As a result of meeting the requirements of this course, students will be able to

1. Demonstrate the process of forming a theatre production company
2. Explain the organizational structure of a theatre company
3. Comprehend the responsibilities and skills needed for
 - The actor
 - The director
 - The designers
 - The stage manager
 - The house manager
 - The business manager
4. Function as a productive member of a theatre work crew in the areas of
 - Scenery construction
 - Lighting and Sound
 - Costume construction
5. Demonstrate appropriate rehearsal and performance techniques
6. Read and analyze a play script
7. Demonstrate their knowledge of appropriate job responsibilities on performance nights
8. Function as a responsible and productive member of a theatre production team

Learning Assessments

In support of the above-mentioned goals, the course will include lectures, class discussions, assignments and exercises in the various theatre crafts resulting in a live performance with an audience.

1. Students will learn and apply the fundamentals of forming their own theatre company.
2. Students will research and compile data to create an overall budget to produce their own off-off Broadway production.

3. Students will understand the overall structure of a theatre company and exactly who is responsible for what.
4. A basic knowledge of all the possible positions in a theatre company and what the responsibilities are of the persons in those positions.
5. Students will act as a productive and functioning member of the company by holding a major position in the TPW Company.
6. Student will understand the value of rehearsals and production meetings.
7. Students will be able to read and analyze a script from all points of view; designers, actors, directors, etc.

Course Content

Theatre Production Workshop is a practical course that produces a selected dramatic work as a result of collective class involvement in casting, set design and construction, lighting, costuming, makeup, promotion, rehearsal, stage management, and performance. The workshop culminates in a public performance of the project.

Technological Literacy

Technological literacy and/or information literacy is one expectation of this course. Students will be encouraged to use such technology as the internet and contribute points of information using PowerPoint during scheduled class discussions.

Course Texts and/or Other Study Materials

Required: Nelson, Reginald. How To Start Your Own Theater Company. Chicago Review Press, Inc. 2010 ISBN-978-1-55652-813-2

Recommended: Voltz, Jim How To Run A Theater. Back Stage Books, NY. 2004 ISBN: 0-8230-8313-6

Grading Policy

The final grade in this course will be determined by a student's overall mastery of the subject matter as evidenced by participation. There will be one mid-term exam, one final exam, 2 final projects, and weekly assignments.

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| Attendance, preparation and active participation | 25% |
| Weekly Budget Journal | 15% |
| Production/Performance/Crew Work | 60% |

Criteria for Evaluation:

Attendance, preparation and active participation:

- a. consistent attendance
- b. evidence of studying text and assignments by contributing to class discussions
- c. completed assignments
- d. overall demonstration of comprehension of the course material.

Weekly Budget Journal:

Students will choose a play or musical and maintain a journal by researching weekly assignments and report in class their findings. These will then be assembled into an overall budget report and will have a working knowledge of how much it would cost to mount their Showcase Production in New York City.

Production/Performance/Crew Work

Students will be responsible for a primary area and a secondary area in the production company. They will then be responsible for all the crew work, production meeting, rehearsals and performances to meet the requirements for their areas.

90-100 = A 86-89 = B+ 80-85 = B 76-79 = C+ 70 - 75 = C 65-69 = D

E =Unofficial Withdrawal W =Official Withdrawal INC=Incomplete 0-64 = F

BCC Attendance Policy

All students are expected to attend punctually every scheduled meeting of each course in which they are registered. Attendance and lateness policies and sanctions are to be determined by the instructor for each section of each course. These will be established in writing on the individual course outline. Attendance will be kept by the instructor for administrative and counseling purposes.

Students will be evaluated on attendance and participation in class using the following criteria: consistent attendance; evidence of studying text and assignments; completed daily assignments; quality classroom responses.

Bergen Community College Academic Policies:

Bergen Community College is committed to academic integrity – the honest, fair and continuing pursuit of knowledge, free from fraud or deception. Please review the college catalogue or student handbook for further information on this topic.

Bergen Community College has adopted an internal grievance procedure to provide for prompt and equitable resolution of complaints alleging any action prohibited by federal regulation implementing Section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1990. (ADA).

Please review the college catalogue for further information on this topic.

Bergen Community College is committed to providing its students and employees with an academic and work environment free from sexual harassment or discrimination. Please review the policy prohibiting sexual harassment in the college catalog.

Please review the statement on acceptable use of BCC technology in the college catalog.

Faculty hold 3 office hours per week, and as requested by students, by appointment. Students are encouraged to seek out their faculty member for academic needs.

Student and Faculty Support Services

All students are encouraged to visit and use the BCC Library. There are particularly excellent electronic references in the area of music available to our students.

Students are encouraged to use the student support services of the college. These services include: the Writing Center, the music-computer Lab, the Tutorial Center, and the Office of Specialized Services.

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| The Distance Learning Office – for any problems you may have accessing your online courses | Room C-334 | 201-612-5581 psimms@bergen.edu |
| Smarthinking Tutorial Service | On Line at: | www.bergen.edu/library/learning/tutor/smart/index.asp |
| The Tutoring Center | Room L-125 | 201-447-7908 |
| The Writing Center | Room L-125 | 201-447-7908 |
| The Online Writing Lab (OWL) | On Line at: | www.bergen.edu/owl |
| The Office of Specialized Services (for Students with Disabilities) | Room S-131 | 201-612-5270 |
| The Sidney Silverman Library – Reference Desk | Room L-226 | 201-447-7436 |

Course Outline:

Note to Students: This Course Outline and Calendar is tentative and subject to change, depending upon the progress of the class

Theatre Production Workshop Course Outline:

| Week | Topic/Activity | Learning Objectives | Assignments/Events |
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| 1 | <ul style="list-style-type: none"> ■ Course Introduction - Assignment of Journals and Discussion of all the positions in a theatre company ■ Discuss what it takes to make a theatre company ■ Assignment – Reading & choosing a play to track in journal | 1,2,3,4 | Read Plays |

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| 2 | <ul style="list-style-type: none"> ■ Discuss assignments in the company; first and second choices ■ Assign Theatre Rental ■ Space: Proscenium to Experimental | 1,2,3,4, | |
| 3 | <p>Producers, Artistic Directors & Managing Directors</p> <p>Discuss “Strategic Planning for the Arts”</p> <ul style="list-style-type: none"> ■ Read thru Play ■ Discuss Theatre Rental Assignment and Assign Rehearsal Space Rental | 1,2,3,4,5,6,7 | <p>Read Chapter 1</p> <p>Outside Rehearsals</p> |
| 4 | <p>Purpose – Name, Logo & Mission</p> <ul style="list-style-type: none"> ■ Production Meeting with each crew and directors ■ Discuss Rehearsal Space and Assign Company payment journal | 1,2,3,5 | <p>Read Chapter 2 & 6</p> <p>Outside Rehearsals</p> |
| 5 | <p>Actors audition and directors meet to cast scenes.</p> <ul style="list-style-type: none"> ■ Discuss Paying Off-Off Broadway personnel and Assign Scenery Budget | 1,2,3,4,6,7 | <p>Read Ch. 7</p> <p>Outside Rehearsals</p> |
| 6 | <p>Read thru of scenes with new assigned cast members</p> <ul style="list-style-type: none"> ■ Discuss Set needs, Costumes Needs, Prop Needs ■ Discuss Scenery Budget and Assign Costume Rental Houses | 1,2,3,4,5,6,7 | <p>Read Ch. 6</p> <p>Outside Rehearsals</p> |

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| 7 | Directors bring Act One scenes in class rehearsal with comment and critique <ul style="list-style-type: none"> ■ Discuss costume rental and Assign Budget reports ■ Discuss Poster and Publicity and Ticketing | 1,2,3,4,5,6,7 | Read Ch. 5 Outside Rehearsals |
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| 8 | Directors bring Act Two scenes in class rehearsal with comment and critique <ul style="list-style-type: none"> ■ Collect and Discuss Budget Reports | 1,2,3,4,5,6,7 | Read Ch. 8 Outside Rehearsals |
| 9 | Set Design/Scenic Painting <ul style="list-style-type: none"> ■ Production Meeting with the Directors and the heads of each of the collaborative Arts ■ Final Poster Design approved and sent to press | 1,2,3,4,5,6,7 | Outside Rehearsals |
| 10 | Stumble Thru of Act One of Play with Critique <ul style="list-style-type: none"> ■ Tickets finalized and sent to the press ■ Photo Shoot for Press Release ■ Photo Shoot for Press Release ■ Assign Press Release Writing | 1,2,3,4,5,6,7 | Read Chapter 9 Outside Rehearsals |
| 11 | Buzz: Publicity & Marketing <ul style="list-style-type: none"> ■ Discuss Front of House Duties, collect press releases. Finalize Release. | 1,2,3,4,5,6,7 | Read Ch. 8 Outside Rehearsals |

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| | <ul style="list-style-type: none"> ■ Break Out Individual Scene Rehearsal | | |
| 12 | <p>Lighting Design & Costumes Designs</p> <ul style="list-style-type: none"> ■ Discuss and Strategize Tech Rehearsal and Dress Rehearsals | 1,2,3,4,5,6,7 | Outside Rehearsals |
| 13 | <p>Final Dress Rehearsal</p> <ul style="list-style-type: none"> ■ Running Crew Assignments ■ Board Operators ■ Assign Stage Managing and Assistant Stage Managing Duties | 1,2,3,4,5,6,7 | Outside Rehearsals |
| 14 | <p>Opening Night and Run of Show</p> <ul style="list-style-type: none"> ■ Feedback: Preview, Critics, and Audience Assessments | 1,2,3,4,5,6,7 | Reach Ch. 9 |
| 15 | <p>Strike Set and Post-Mortem Meeting</p> <ul style="list-style-type: none"> ■ Review Accomplishments & discuss strategies for future productions | 1,2,3,4,5,6,7 | |