Theatrical Design and Production

Mr. Winship - [jwinship@aznsa.com](mailto:jwinship@aznsa.com) - [nsaawinship@gmail.com](mailto:nsaawinship@gmail.com) (for Google Docs submissions)

Theater, Green Room, and Room 2B - First and Second Hours

Office Hours: Daily from 12:45 - 3:15, and at Lunch or After School by Appointment

Website: nsaawinship.weebly.com - mrwinship.com

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## Course Introduction:

NSAA’s Theatrical Design and Production course has been designed to introduce students to the many technical aspects of performing arts, and to give them opportunities to develop their skills in both theory and practice. Students will read a variety of plays and will exercise their technical skills in the development of theoretical productions. Students will also participate in the various performances produced by the NSAA Performing Arts Department

## Course Objectives

Students will be introduced to and familiarized with the following topics”

* Production Organization and Management
* The Design Process
* Design and Color Theory
* Historical Theatre Architecture and Technology
* Scenic and Stage Property Design
* Lighting Design
* Costume and Makeup Design
* Sound Design

Additionally, students will learn and exercise the following skills:

* Mechanical Drafting
* Perspective Drawing
* Scenic Painting
* Lighting Production
* Costume Construction
* Makeup Application
* Drawing and Rendering
* Sound Editing and Production

## Required Physical Materials

* One three ring binder (at least 1½” width)
* A two pocket folder without tabs
* A sketchbook for drawing
* Blue or black pens, one red or green pen, pencils and highlighters
* Sticky Note tabs (paper)

## Recommended Technology

* Students are highly encouraged to open an account with Spotify. Accounts are free (with ads) and will allow students to listen to music for this class. Mr. Winship will create playlists for sound design and music history units that will be shared with students. Spotify features may be found at [www.spotify.com](http://www.spotify.com).
* Students are also encouraged to open a Google account so they may access Google’s Docs feature. Docs allow cooperative document sharing and editing, and collaboration will will be a major part of this class. Docs also allows document sharing with Mr. Winship which does not require printing and which auto-saves, preventing the tragic loss of written work.

## Course Content

Theatre is an art form that draws upon and is informed by the human condition. For this reason, it often touches upon potentially controversial or challenging subject matter. A high level of maturity and respect are required while discussing these topics. Additionally, students may plays that contain mature language or subject matter. By signing the Social Contract, students and guardians acknowledge that images and videos containing sensitive content may be shown in this class, including films and documentaries rated R, and that students may read plays or listen to music containing mature language. If students or guardians are uncomfortable with this policy, they may contact Mr. Winship, and he will find alternative activities for their students.

## Daily Classwork

Students are required to maintain an exclusive binder for this class. Students are expected to keep all notes, homework, in-class assignments, handouts, quizzes and exams organized throughout the semester. Students will be working in both the Theater and in Mr. Winship’s Room: 2B, and are expected to manage their materials between these ares. Students will also receive printed scripts that they will need to keep with them. Students must bring their binder, scripts, writing utensils, highlighters, and paper to class every day.

## Homework

Students will have a significant reading load for this class, and will be reading several scripts, articles, textbook chapters, and technical documents. Students will be expected to keep on top of their reading. Considering the collaborative nature of theatre, students who fail to maintain their work are not just failing themselves, but harming the work and education of others in the class. Additionally, much of the work produced by the students in this class will be produced in the service of the shows and productions of other Theatre classes at NSAA. Students who demonstrate an inability to serve the class and community through their work will not be able to pass this class.

## Attendance and Absences

Prompt daily attendance is expected. All students must be seated in the classroom and prepared to learn when the class begins! Each tardy or unprepared class will cost you academic points and negatively influence your grade. **If a student is absent for more than 10 class periods will automatically lose one letter grade from their semester grade. Students with more than 10 absences may be subject to removal from class.** Additionally, if a student is aware of up-coming absences, it is their responsibility to inform Mr. Winship before the absences and arrange make-up or alternative work. If students are aware of upcoming absences they should email Mr. Winship at **jwinship@aznsa.com**. A friend in class is helpful to collect materials and information if you are absent. Lecture notes may be provided upon request. Do your best not be absent, excused or otherwise. The pace of this course means that missing class can put you behind very quickly. You are required to make up missed assignments or notes regardless of the reason class was missed. Extended absences will be treated on a case-by-case basis.

**Absences will only be considered excused if Mr. Winship has been directly contacted by students or their guardians. If you have an excused absence, you must contact both the front desk and Mr. Winship. Emails work best for this. If you contact the front desk, but not Mr. Winship, your absence will be considered unexcused.**

It is your responsibility to find out what you missed while you were absent, and you must do this outside of regular class hours. This information will be available to you in Mr. Winship’s room and at his website. He will not stop class to tell you what you missed. Get notes you missed from another person or the website, ask someone if an assignment was missed, then check the assignment board to retrieve your work. If your absence is excused, you will not lose participation points. If your absence is unexcused, then you will lose all daily professionalism points and missing work will be regarded as late. Missed work must be completed in a timely manner after your return to school. You have 1 class period for every day you were excused absent to complete missing assignments, any time longer and work will be regarded as late.

**If you are absent on the day of a test or quiz, you must make arrangements to complete the test on your own time, within a week of the test date. Failure to do so will result in a zero for that test or quiz.**

Any student who accumulates three or more tardies or unexcused absences in the same class in one month will be required to recover instructional minutes on the last Saturday of each month. Saturday attendance will be from 9 a.m. to 10:30 a.m. Failure to attend Saturday recovery hours may result in a schedule change.

## Performances

Students will be required to provide technical support for the many productions in the Performing Arts Department. The responsibilities for these performances will vary, but students will be expected to act professionally during their scheduled work time. These performances are an integral part of the class, and inability to be productive and professional during assigned performances will significantly affect students’ grades. Students will learn more about their responsibilities before their assigned shows.

Directors and teachers who are acting as supervisors of their shows will be asked to provide feedback on the students working on their shows. Showing up late to an assigned performance or rehearsal will result in a grade point reduction for the show, and unexcused absences from shows and rehearsals will result in a zero for the performance. Students who fail to fulfill their responsibilities for these shows may be subject to removal from class if absences or tardies are a regular issue.

Students are expected to use their time during shows and rehearsals professionally. These periods are not for socializing.

## Due Dates

All assignments must be completed on the scheduled due date. Work can often be completed by the end of class, but occasionally students will have a specific homework assignment or will simply be unable to complete an assignment in class. Work will always be due the class meeting following its assignment unless otherwise noted. Assignments are turned in at the beginning of the class period and it is students’ responsibility to turn in their work.

Schooling, especially in the field of theatre tech, is, essentially, practice for adulthood and for working life. Adults working on deadlines are not given the leeway students are, and so classwork will be treated with the same level of gravity as professional work. A professional who misses their deadline may not be given extra time to complete their work, they may simply be fired. Students will have slightly more latitude than adults, but students must build the habit of turning in their work on time.

## Projects

Students will engage in many projects throughout the school year, both as individuals and as groups. Individual projects will be treated as large-scale homework assignments and will be graded as such. Due to the collaborative nature of theatre, group projects will be graded differently. Group projects will be weighted with individual performance accounting for 50% of the project’s overall grade, the team’s final product will account for 40% of the project’s grade, and the final 10% will be determined by a group self-evaluation.

## Unit Exams and Quizzes

Students who miss an exam due to an excused absence must take the exam on the class day after they return. (If the student is absent on Tuesday and returns on Wednesday, they must take the test on Thursday.) Students will lose one letter grade every day thereafter. If a student has an unexcused absence, they will not have an opportunity to make up the missed exam and will receive a “0”. It is the student’s responsibility to make arrangements to take the exam during the teacher’s office hours.

## Semester Exams

A cumulative exam will be given at the end of the first semester in December and at the end of the second semester in May. This exam will count as twenty percent of the semester grade.

## Course Policies

### Classroom Expectations

Education is a collaborative endeavor, and it is in the spirit of collaboration that this class is based. It is therefore expected that students will honor this spirit by facilitating the best possible learning environment for themselves and for their peers. Honesty, commitment, integrity, trust, and respect are expected from everyone participating in this course.

### General Policy

Course policies are the rules and guidelines that our class follow, in addition to those established by the New School for the Arts and Academics (All NSAA rules and expectations are enforced in Mr. Winship’s classroom). These policies are consistently enforced throughout the school year and distributed in the student handbook at the beginning of each year. Each student is expected to know, understand and follow these policies. If you feel class or school policies need clarification speak with Mr. Winship or an administrator directly.

### Classroom Behavior

Students are members of a community of learners. For communities to thrive, certain concepts and rules must be embraced. In our community, the following general behavior is expected of all students:

Respect: All students will respect themselves, their community members, and the learning environment.

Readiness: All students must attend class every day and ready to actively participate in daily activities.

Responsibility: All students must accept responsibility for themselves and their actions.

Active participation and preparedness is expected at all times. No distracting items are allowed in the classroom (e.g. headphones, food, electronics). Students will use appropriate language in the classroom; swearing or other offensive language is not permitted in the classroom.

Students are responsible for their academic progress and communication with Mr. Winship about issues or other struggles.

**Failure to adhere to these policies will result in the loss of participation points and will have a negative impact on your grade.**

### Electronic Devices

Cell phone and usage of any other electronic equipment is not allowed without the direction and consent of the teacher. No photos, video, recordings may be taken unless written approval by the teacher. Students will be allowed to listen to music during independent work time, however, if their music is loud enough that others can hear it they will be asked to stop. Headphones should not be used outside of this work time. You will not need a tablet or laptop for this class, these should remain in your bag unless permission is given by Mr. Winship. Students who are having trouble managing their electronic devices, for whatever reason, will lose their device for the rest of class.

If your phone rings in class, Mr. Winship will answer it for you.

### Bathroom Use and Leaving the Classroom

Students will be given 4 hall passes per quarter. They may use the hall pass to get out of instructional time for a maximum of 10 minutes. What they do on their hall pass is up to them: using the restroom, phone calls, texting, walking around, talking to another teacher during office hours, getting something from the front desk, seeing an administrator, having an attitude adjustment, there are many options. However, to leave class students must use a pass. Students will not receive additional passes if lost, so they should keep them in a safe place.

Students should be in the habit of going to the bathroom between classes since they will not be able to leave without one of their passes. Keep in mind that this does not excuse them being tardy. Students may be asked to wait to exercise their use of a pass while Mr. Winship is giving vital instructions for lecture, assignments, and exams.

Unused hall passes may be turned in the day of the semester final exam for extra credit. Note: Students who are suspected of unethical behavior (such as photocopying the passes) will not be given extra credit points, and may be subject to loss of professionalism points.

### Water Policy

For the first two weeks of school, Mr. Winship will stock cups in his classroom. During this period, students may use these cups to drink water. However, when these cups run out, Mr. Winship will not restock them. Students may not use cups brought from other classrooms. However, students with water bottles my refill them as long as it is not distracting.

### Other Policies

Students may sit where they like in class, however, if this privilege is being abused, or becomes a distraction, Mr. Winship reserves the right to assign a seating chart for the sake of a cohesive learning environment. Those with seating accommodations must see Mr. Winship independently outside of class. Medicine is dispensed at the front desk. Mr. Winship will not dispense medications. Students may use a pass to go up to the front and get them if needed.

### Honors Policy

All students earning a 95% or higher at the end of the semester will be awarded Honors credit for this course.

## Cheating and Plagiarism

Cheating, copying and plagiarism are serious acts of academic dishonesty and are not tolerated. Parents or Guardians of students involved and the Executive Dean will be informed of such behavior. Students who cheat or plagiarize receive a zero for the assignment or exam. Students involved in copying of work receive a zero for the assignment or exam, including any student allowing the copying to take place. Students who plagiarize may also receive a failing grade for the quarter. If students or family members have questions about this, please talk to Mr. Winship.

Plagiarism is extremely serious, a fact students should already be aware of. In Middle and High School, plagiarism can result in lost points, or failing a class. But once students graduate, plagiarism can result in more severe consequences. In college, students can be dropped from classes, or in serious cases, be expelled. In the professional world, plagiarism could lead to job termination, loss of credentials, and legal trouble. It is better to produce little or nothing than it is to plagiarize.

## Communication

Weekly plans will be available on Mr. Winship’s website:

## Grading Policy

### Grading Scales and Weights

The following scale will be used to assign your grade for each quarter and semester.

A: 90-100% B: 80-89% C: 70-79% D: 60-69% F: <60%

Each quarter grade counts as 40% of the semester grade and the final is 20% as per NSAA school policy.

## Benchmark and AzMerit Testing

All Students will take Benchmark Tests in all NSAA courses: August 13-14, December 13 & 14, and May 16-17 and the AZMerit Exam (with the exception of seniors) sometime in April 2019. Part of the Benchmark Exam may be included in Semester Final Exams. Students must attend these days and will lose participation point for any absences. Test data is instrumental in being able to refine course work and effectively plan for the future. Take note: This test data is often used for college entrance and scholarships; students should take the exams seriously and perform to their best ability.

## Nondiscrimination Policy

NSAA seeks to provide an academic and social environment that is free from discrimination and harassment on the basis of race, color, national origin, religion, sex, gender, disability, sexual orientation, gender identity, or any other category protected by law. NSAA seeks to promote a safe environment in which community members are free to express themselves without fear of recrimination.

## Students with Accommodations and/or Modifications

To ensure and support the intellectual and artistic richness in our education community, NSAA is committed to creating a diverse and inclusive learning environment by providing equal access to students with disabilities. Accommodations pursuant to Section 504 of the Rehabilitation Act of 1973 and modifications to support students who meet the requirements for Exceptional Student Services will be honored as directed by federal and state law.

## Amending the Syllabus

Mr. Winship may change this syllabus at any time. In the event of changes, students will receive notice and a copy of any changes.

# Social Contract

I acknowledge that I have read the Theatrical Design and Production Syllabus for the NSAA 2018 Fall semester. I understand that the outlined policies will direct this course for the following school year. A signature below indicates that I will follow the course policies as outlined in the syllabus, the expectations outlined in the NSAA Student Handbook, and the Parent/Student/School Compact.

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

------Parent/Guardian Section------

My student has a school approved accommodation plan (IEP/504):

O Yes O No

Anything you need/want me to know about you or your student to help me work best with them:

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Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**This contract is due on or before Friday, August 10th!**