TDPS 479 – PRODUCTION PRACTICUM

School of Theatre, Dance, and Performance Studies
University of Maryland
Fall 2013
Course Administrator – Sharon King
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Course Description and Objective:
TDPS479 is a graded course in a specified practical aspect of mounting a theatre or dance production. It is a hands-on, purely laboratory experience. The intent of repeating this course is to experience and learn a different skill set in the production process.

Course Requirements:
• Attendance – The schedule for this course will differ depending upon which shop or show you sign up to work with. Your supervisor will either give you the expected schedule or create it with you. Once set, you are required to attend all calls. If you are unable to attend a call due to a reason consistent with the University’s policy on absences (see page 2 of the syllabus) you must speak to your supervisor immediately. Whenever possible missed hours need to be made up promptly or it will be reflected in your grade.
• Timeliness – You are expected to arrive on time to all calls ready to perform your duties. Please notify your supervisor if you will be late.
• Participation – This is a hands-on, laboratory course. Participation is vital and necessary. You are expected to respond accurately to directions from the supervisor and learn assigned procedures and perform them correctly at all times.
• Conduct – You must conduct yourself in a professional, helpful manner at all times.
• ELMS – Students are required to log onto the course ELMS site for announcements – https://elms.umd.edu

Supervisors:
Run Crew Positions – Sharon King 301-405-3196 seking@umd.edu
Scene Shop Positions - Mark Rapach 301-405-2534 mrapach@umd.edu
Prop Shop Positions - Tim Jones 301-405-7436 tjprops@umd.edu
Paint Shop Positions - Ann Chismar 301-405-5872 achismar@umd.edu
Costume Shop Positions - Sue Chiang 301-405-0912 schiang@umd.edu
Lighting Shop Positions - Jeff Reckeweg 301-405-2536 reckeweg@umd.edu
Sound Shop Positions - James O’Connell 301-405-8228 jsound@umd.edu

Grading:
Each student will be graded on the following categories by their supervisor.
Each category is worth up to 10 points for a total of 70 points possible.
• Attendance
• Punctuality
• Attitude
• Conduct
• Self-motivation
• Quality of work
• Improvement of work

(63-70 points = A, 56-62 points = B, 49-55 points = C, 42-48 points = D, 0-35 points = F)
RELIGIOUS OBSERVANCE POLICY: University of Maryland Policies and Procedures Concerning Academic Assignments on Dates of Religious Observances provides that students should not be penalized because of observances of their religious beliefs; students shall be given an opportunity, whenever feasible, to make up within a reasonable time any academic assignment that is missed because of individual participation in religious observances. Students are responsible for obtaining material missed during their absences. Furthermore, students have the responsibility to inform the instructor of any intended absences for religious observances in advance. The student should provide written notification to the professor, by hand (not through email or mailbox delivery) within the first two weeks of the semester. The notification must identify holiday(s) and date(s). http://www.president.umd.edu/policies/iii510a.html

ACCOMMODATING INDIVIDUALS WHO HAVE DISABILITIES: The University is committed to making reasonable accommodations for individuals with disabilities that have been documented by Disability Support Services (0106 Shoemaker Building, 301-314-7682). A disability should be verified and discussed with Disability Support Services and the student should provide an “Accommodation Letter” to the professor or TA. If you wish to discuss academic accommodations for this class, please contact the professor or TA no later than the end of the schedule adjustment period. For more information: http://www.counseling.umd.edu/DSS/

HONOR CODE: The University has a nationally recognized Honor Code, proposed and administered by the Student Honor Council and approved by the University Senate. The University of Maryland Honor Pledge reads: “I pledge on my honor that I have not given or received any unauthorized assistance on this assignment/examination.” Unless you are specifically advised to the contrary, the Pledge statement should be handwritten and signed on the front cover of all exams, papers, projects, or other academic assignments submitted for evaluation in this course. Students who fail to write and sign the Pledge will be asked to confer with the instructor. Please recognize that all students are subject to the requirements of the University’s Code of Academic Integrity whether or not they write and sign the Honor Pledge. For more information: http://www.orientation.umd.edu/VirtualFolder/academicintegrity.pdf

SEXUAL HARASSMENT POLICY: University of Maryland is committed to maintaining a working and learning environment in which students, faculty, and staff can develop intellectually, professionally, personally, and socially, free of intimidation, fear, coercion, and reprisal. The Campus prohibits sexual harassment which is a violation of law and University policy. Individuals who engage in sexual harassment will be subject to disciplinary action. The University has procedures in place to report sexual harassment and correct it when it occurs. Students who have questions may call the Campus Compliance Officer (301-405-2839), or the Legal Office (301-405-4945). To read the entire Policy see Appendix B in the Undergraduate Catalog. http://www.president.umd.edu/legal/policies/sh.html and http://www.umd.edu/catalog/index.cfm/show/content.section/c/52/s/943.

ATTENDANCE POLICY of the School of Theatre, Dance, and Performance Studies: Regular attendance and in-class participation are integral components of all dance and theatre classes and seminars. Although instructors are responsible for informing each class of the nature of in-class participation and the effect of absences on the evaluation of a student’s work, the School’s general attendance policy on excused absences is consistent with the University’s policy, which allows students to be excused for the following causes: 1. Illness of the student* or illness of a dependent as defined by the Board of Regents policy on family medical leave 2. Religious observance 3. Participation in University activities at the request of University authorities 4. Compelling circumstances beyond the student’s control
*In May 2011, the University Senate and President passed a new policy for granting excused absences, which can be found at http://www.president.umd.edu/policies/v100g.html. A student may provide a self-signed note when missing a single lecture, recitation, or laboratory, with the understanding that providing false information is prohibited under Code of Student Conduct. Self-signed notes are not accepted during “Major Scheduled Grading Events.” Specific questions concerning the TDPS policy on non-consecutive medical absences should be addressed with the Head of the Cluster.

Students claiming an excused absence must apply in writing and furnish documentary evidence for their assertion that the absence resulted from one of these causes. (Undergraduate Catalog, pages 36 & 37 or go to: http://www.testudo.umd.edu/soc/atedasse.html) Whenever possible, instructors will make a reasonable effort to re-schedule in-class presentations for students with an authorized excused absence. Students should check the specific requirements of their courses carefully, however, as such re-scheduling is not always possible.