



THEA 2301: Scenic Principles

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Office Hours: Wednesday and Thursday 1:00- 2:00 pm
Or by appointment

Spring 2021
Monday & Wednesday
9:00 am- 10:20 am
[Remote Via Zoom](#)
3 Credits

Course Description

Principles of Scenery (3-0) A survey of scenic practices and procedures used in modern theatre production. The class will serve as an introduction to the theatre architecture, stage rigging, scenic construction, painting, hardware, shop tools, safety.

Objectives

- Understand Scene Shop Safety
- Knowledge of Theatre Architecture
- Ability to identify tools and material used in scenic construction.
- Identify the elements of a Stage Flat (both Hollywood and Broadway)
- Have the ability to read a shop Drawing and create a cut list.
- Understand the basics of stage rigging.
- Knowledge of Stage Props and Scenic Painting
- Basic Drafting and 3D Modeling

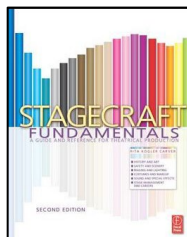
Materials and Supplies

- Mechanical Drafting Pencil .05 mm
- Triangle Architects Scale
- Tape Measure
- 8 ½"X11" Paper

Software

- SketchUp- Free Cloud Version
 - <https://www.sketchup.com/plans-and-pricing/sketchup-free>

Required Text



Stagecraft Fundamentals Second Edition:
By Rita Koglar Carver
ISBN: 0240820517



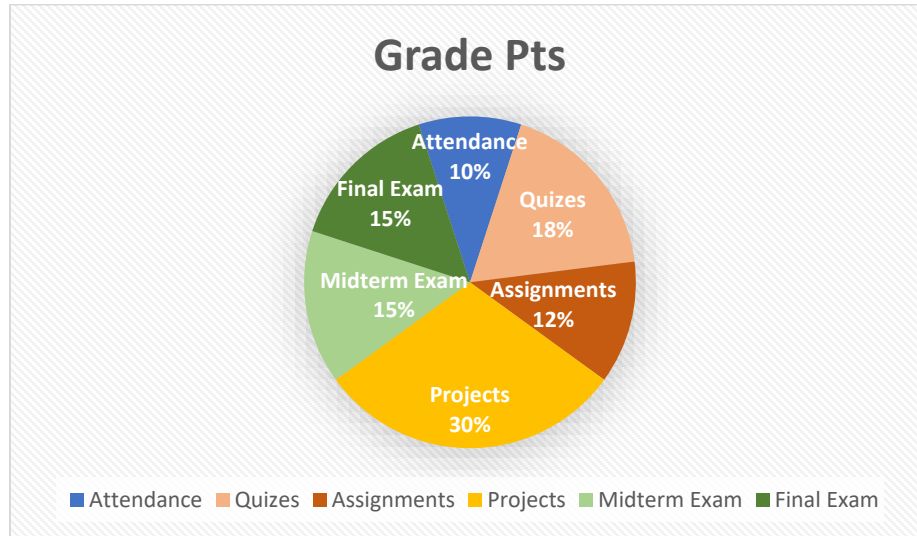
The Backstage Handbook:
by Paul Carter
ISBN-13: 978-0911747393

Course Assessment and Grading

Assignments for this course are assessed according to rubrics. You can find these rubrics by clicking on the appropriate assignment link in Blackboard and choosing to "View Rubric" from the button beneath the Points Possible for the assignment.

Grade Distribution:

1000-900 = A 899-800 = B 799-7000 = C 699-600 = D 599 and Below = F



Attendance, Participation, and Professionalism

100 pts

Quizzes- Due on Mondays at 9:00 AM

Quiz 1- Safety

30 pts

Quiz 2- Theatre Architecture

30 pts

Quiz 3- Stage Materials

30 pts

Quiz 4- Tool Identification

30 pts

Quiz 5- Architectural Details

30 pts

Quiz 6- Graphics

30 pts

Assignments- Due on Mondays at 9:00 AM

Assignment 1- Flats Essay

30 pts

Assignment 2- Reflection Essay

30 pts

Assignment 3- Construction Drawing

30 pts

Assignment 4- Props List

30 pts

Projects- Due date specified on Rubric

Project 1- Scenic Designer Review

100 pts

Project 2- Floor Plan Drafting

100 pts

Project 3-

100 pts

Midterm Exam- Completed in Class

150 pts

Final Exam- Completed in Class

150 pts

Technology Requirements

Course content is delivered via the Internet through the Blackboard learning management system. Ensure your UTEP e-mail account is working and that you have access to the Web and a stable web browser. Google Chrome and Mozilla Firefox are the best browsers for Blackboard; other browsers may cause complications. When having technical difficulties, update your browser, clear your cache, or try switching to another browser.

You will need to have access to a computer/laptop, scanner, a webcam, and a microphone. You will need to download or update the following software: Microsoft Office, Adobe Acrobat Reader, Windows Media Player, QuickTime, and Java. Check that your computer hardware and software are up-to-date and able to access all parts of the course.

If you do not have a word-processing software, you can download Word and other Microsoft Office programs (including Excel, PowerPoint, Outlook and more) for free via UTEP's Microsoft Office Portal. Click the following link for more information about [Microsoft Office 365](#) and follow the instructions.

IMPORTANT: If you encounter technical difficulties beyond your scope of troubleshooting, please contact the UTEP [Help Desk](#) as they are trained specifically in assisting with technological needs of students. Please do not contact me for this type of assistance. The Help Desk is much better equipped than I am to assist you!

Course Communication:

Because this is an online class, we won't see each other in the ways you may be accustomed to: during class time, small group meetings, and office hours. However, there are a number of ways we can keep the communication channels open:

- **Office Hours:** We will not be able to meet on campus, but I will still have office hours for your questions and comments about the course. My office hours will be held on zoom <https://utep-edu.zoom.us/j/82486707665?pwd=bWluZXBWeEluajV2amRQdDBjcmxsUT09> during the following times:

Wednesdays: 1-2 p.m. Mountain Time

Thursdays: 1-2 p.m. Mountain Time

- **Email:** UTEP e-mail is the best way to contact me. I will make every attempt to respond to your e-mail within 24-48 hours of receipt. When e-mailing me, be sure to email from your UTEP student account and please put the course number in the subject line. In the body of your e-mail, clearly state your question. At the end of your e-mail, be sure to put your first and last name, and your university identification number.
- **Discussion Board:** If you have a question that you believe other students may also have, please post it in the Help Board of the discussion boards inside of Blackboard. Please respond to other students' questions if you have a helpful response.
- **Announcements:** Check the Blackboard announcements frequently for any updates, deadlines, or other important messages.

Netiquette

As we know, sometimes communication online can be challenging. It's possible to miscommunicate what we mean or to misunderstand what our classmates mean given the lack of body language and immediate feedback. Therefore, please keep these netiquette (network etiquette) guidelines in mind. Failure to observe them may result in disciplinary action.

- Always consider audience. This is a college-level course; therefore, all communication should reflect polite consideration of other's ideas.
- Respect and courtesy must be provided to classmates and to the instructor at all times. No harassment or inappropriate postings will be tolerated.

- When reacting to someone else’s message, address the ideas, not the person. Post only what anyone would comfortably state in a face-to-face situation.
- Blackboard is not a public internet venue; all postings to it should be considered private and confidential. Whatever is posted on in these online spaces is intended for classmates and professor only. Please do not copy documents and paste them to a publicly accessible website, blog, or other space.

COURSE POLICIES:

Attendance and Participation:

Attendance in the course is determined by participation in the learning activities of the course. Your participation in the course is important not only for your learning and success but also to create a community of learners. Participation is determined by completion of the following activities:

- Reading/Viewing all course materials to ensure understanding of assignment requirements
- Participating in engaging discussion with your peers on the discussion boards (grading rubric provided in the “grading information” area of each forum)
- Other activities as indicated in the weekly modules

Because these activities are designed to contribute to your learning each week, they cannot be made up after their due date has passed.

Excused Absences And/or Course Drop Policy

According to UTEP Curriculum and Classroom Policies, “When, in the judgment of the instructor, a student has been absent to such a degree as to impair his or her status relative to credit for the course, the instructor may drop the student from the class with a grade of “W” before the course drop deadline and with a grade of “F” after the course drop deadline.” See academic regulations in the UTEP Undergraduate Catalog for a list of excuse absences. Therefore, if I find that, due to non-performance in the course, you are at risk of failing, I will drop you from the course. I will provide 24 hours advance notice via email.

Deadlines, Late Work, And Absence Policy

Quizzes and Assignments

- Assignments are assigned on Wednesday and due the following Monday at 9:00 AM. No late work will be accepted if the reason is not considered excusable.

Projects

- Deadlines for projects will be outlined in the Rubric as well as the Course Schedule. Failure to complete projects on time results in a 10% Grade reduction, an addition 10% will be deducted each day late. After 5 days Projects will be recorded as 0.

Make-Up Work

Make-up work will be given only in the case of a documented emergency. Note that make-up work may be in a different format than the original work, may require more intensive preparation, and may be graded with penalty points. If you miss an assignment and the reason is not considered excusable, you will receive a zero. It is therefore important to reach out to me—in advance if at all possible—and explain with proper documentation why you missed a given course requirement. Once a deadline has been established for make-up work, no further extensions or exceptions will be granted.

Alternative Means of Submitting Work In Case Of Technical Issues

I strongly suggest that you submit your work with plenty of time to spare in the event that you have a technical issue with the course website, network, and/or your computer. I also suggest you save all your work (answers to discussion points, quizzes, exams, and essays) in a separate Word document as a back-up. This way, you will have evidence that you completed the work and will not lose credit. If you are experiencing difficulties submitting your work through the course website, please contact the UTEP Help Desk. You can email me your back-up document as a last resort.

Incomplete Grade Policy

Incomplete grades may be requested only in exceptional circumstances after you have completed at least half of the course requirements. Talk to me immediately if you believe an incomplete is warranted. If granted, we will establish a contract of work to be completed with deadlines.

Accommodations Policy

The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities in order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. Students requesting an accommodation based on a disability must register with the [UTEP Center for Accommodations and Support Services \(CASS\)](#). Contact the Center for Accommodations and Support Services at 915-747-5148, or email them at cass@utep.edu, or apply for accommodations online via the [CASS portal](#).

Covid-19 Accommodations

Students are not permitted on campus when they have a positive COVID-19 test, exposure or symptoms. If you are not permitted on campus, you should contact me as soon as possible so we can arrange necessary and appropriate accommodations.

Scholastic Integrity

Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another as ones' own. Collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. All suspected violations of academic integrity at The University of Texas at El Paso must be reported to the [Office of Student Conduct and Conflict Resolution \(OSCCR\)](#) for possible disciplinary action. To learn more, please visit [HOOP: Student Conduct and Discipline](#).

Class Recordings

The use of recordings will enable you to have access to class lectures, group discussions, and so on in the event you miss a synchronous or in-person class meeting due to illness or other extenuating circumstance. Our use of such technology is governed by the Federal Educational Rights and Privacy Act (FERPA) and UTEP's acceptable-use policy. A recording of class sessions will be kept and stored by UTEP, in accordance with FERPA and UTEP policies. Your instructor will not share the recordings of your

class activities outside of course participants, which include your fellow students, teaching assistants, or graduate assistants, and any guest faculty or community-based learning partners with whom we may engage during a class session. **You may not share recordings outside of this course.** Doing so may result in disciplinary action.

Test Proctoring Software

Two course assessments (the midterm and final exams) will make use of Respondus Lock Down Browser and Respondus Monitor inside of Blackboard to promote academic integrity. You are encouraged to learn more about how to use these programs prior to the first test.

Please review the following guidelines:

- The assessments will only be available at the times identified on the course calendar.
- You may take the test at any time during the 24-hour window.
- A reliable Internet connection is essential to completing the exam. If you must go to a location to take the exam (such as the library), be sure to follow their health and safety requirements.
- You have 1 attempt to take the test. Once the window closes, your answers will be saved, and no changes can be made. The higher score will be recorded.
- Respondus Lockdown Browser will require that all internet tabs are closed prior to the start of the test.
- Respondus Monitor requires a webcam and microphone.
- You will be required to show the webcam your student ID prior to the start of the test.
- Your face should be completely visible during the test. Blocking the camera will disable the test.
- No notes or textbook materials are permitted during the test. Respondus Monitor requires you to take a video of your surrounding area (desk, chair, walls, etc.)
- You should not have conversations with other people and/or leave and return to the area during the test.

Plagiarism Detecting Software

Some of your course work and assessments may be submitted to SafeAssign, a plagiarism detecting software. SafeAssign is used to review assignment submissions for originality and will help you learn how to properly attribute sources rather than paraphrase.

Covid-19 Precautions

You must **STAY AT HOME** and **REPORT** if you (1) have been diagnosed with COVID-19, (2) are experiencing COVID-19 symptoms, or (3) have had recent contact with a person who has received a positive coronavirus test. Reports should be made at screening.utep.edu. If you know of anyone who should report any of these three criteria, you should encourage them to report. If the individual cannot report, you can report on their behalf by sending an email to COVIDaction@utep.edu.

For each day that you attend campus—for any reason—you must complete the questions on the UTEP screening website (screening.utep.edu) prior to arriving on campus. The website will verify if you are permitted to come to campus. Under no circumstances should anyone come to class when feeling ill or exhibiting any of the known COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, and alternative instruction will be provided. Students are advised to minimize the number of encounters with others to avoid infection.

Wear face coverings when in common areas of campus or when others are present. You must wear a face covering over your nose and mouth at all times in this class. If you choose not to wear a face covering, you may not enter the classroom. If you remove your face covering, you will be asked to put it on or leave the classroom. Students who refuse to wear a face covering and follow preventive COVID-19 guidelines will be dismissed from the class and will be subject to disciplinary action according to Section 1.2.3 *Health and Safety* and Section 1.2.2.5 *Disruptions* in the UTEP Handbook of Operating Procedures.

Content of Theatre Productions:

The performing arts have a power to stir strong emotions, or possibly touch on subjects you might not feel comfortable seeing on stage. If you have concerns about viewing or discussing specific subjects, please see me as soon as possible to discuss possible accommodations. As I will respect your individual's rights to choose what shows you want to see, I expect all our discussions—including any that may occur outside of class—to be conducted in a respectful and professional matter.

STUDENT RESOURCES:

UTEP Technology Support Center: The Technology Support Center (TSC) offers UTEP students access to state of the art computing equipment and specialized software for academic needs. The TSC is also home to the PC Clinic, which offers computer software repair services to students at no cost. The center is located in the library, room 300 (747-5257).

Student Health Center: UTEP Student Health Center is here to meet the health care needs of all students so they can focus on their studies. As a student you have paid a medical service fee that allows you to be seen at the clinic as often as needed. Office visits are low cost as well as medications, supplies and any needed lab tests (747-5624).

University Counseling Center: The UTEP University Counseling Center located at 202 Union West can assist you to decide on a career or work through personal concerns. They provide confidential counseling services, assist with stress management, and offer an after-hours crisis support line (747-5302).

Disclaimer

Information contained in this syllabus, other than the grade and absence policy, is subject to change with advance notice, as deemed appropriate by the instructor to enhance learning opportunities. All changes will be clearly communicated.

Course Schedule

Zoom Link: <https://utep-edu.zoom.us/j/89462883961?pwd=YVVZQlJPZlIEVUMxVzVjc09lS3ZqZz09>

Office hours (W/R 1-2 pm) <https://utep-edu.zoom.us/j/82486707665?pwd=bWluZXBWeEluajV2amRQdDBjcmxsUT09>

SF= Stagecraft Fundamentals BH= Backstage Handbook HO- Handouts (In Folder on Blackboard)

	Date	Lecture Topic	Reading Due	Assignment Start	Assignment Due
Week/ Module 1- Course Introduction					
W	1/20	Syllabus/ Course Introduction	HO- Syllabus		
Week/ Module 2- Foundations					
M	1/25	General Scene Shop Safety	SF: 124-140		
W	1/27	Key Roles in Scenic Production		Quiz 1-Safety	
Week/ Module 3- Foundations					
M	2/1	Brief History of Theatre Introduction	SF: pg. 4-14		Quiz 1- Safety
W	2/3	Theatre Architecture and Stage Terminology	SF: pg. 14-21	Quiz 2- Theatre Architecture	
Week/ Module 4- Scenery					
M	2/8	Theatrical Scenery- Flats and Platforms	BH: Pg. 276-279		Quiz 2- Theatre Architecture
W	2/10	Theatrical Scenery		Assignment 1- Flats	
Week/Module 5- Materials, Measuring and Safety					
M	2/15	Stagecraft Materials	BH: Pg. 111-125 SF: 167-180 HO: Materials		Assignment 1- Flats Essay
W	2/17	Measuring and Safety Tools	SF: 146-149 HO: Tools and Hardware	Quiz 3- Stage Materials	
Week/ Module 6-Tools and Hardware					
M	2/22	Tools and Hardware: Hand tools			Quiz 3- Stage Materials
W	2/24	Tools and Hardware: Power and Metal Tools		Quiz 4- Tools Identification	
Week/ Module 7- Rigging					
M	3/1	Theatrical Rigging	SF: pg. 239-266		Quiz 4- Tools Identification
W	3/4	Working in theatre as a Professional		Assignment 2- Reflection Essay	
Week/ Module 8- Midterm					
M	3/8	Midterm Exam Review			Assignment 2- Reflection Essay
W	3/10	Midterm Exam	Due by 5:00 PM		
Week/ Module 9- Spring Break					
M	3/15	No Class- Spring Break			
W	3/17	No Class- Spring Break			
Week/ Module 10- Scenic Design					
M	3/22	Design Principles		Project 1- Scenic Designer Review	
W	3/24	The size of things and Architectural details in stage design	BH, Pg. 235-248	Quiz 5: Architectural Details	

Week/ Module 11- The Drafting Package					
M	3/29	Scenic Designer and the Drafting Package	HO: Drafting Package		Quiz 5: Architectural Details
W	3/31	Cesar Chavez Day- No Class			
Week/ Module 12- Drafting					
M	4/5	Hand Drafting	SF, Pg. 79-89 HO: Theatre Graphics	Project 2- Floor Plan	
W	4/7	Scenic Designer Review Presentation		Quiz 6- Graphics	Project 1- Scenic Designer Review
Week/ Module 13- Construction Drawing					
M	4/12	In Class Workday- Hand Drafting Check-in			Quiz 6- Graphics
W	4/14	Understanding Construction Drawings and shop Math	HO: Construction Drawing	Assignment 3- Construction Drawing	Project 2- Floor Plan
Week/ Module 14- Scenic Painting and SketchUp					
M	4/19	Scenic Painting	SF: Pg. 212-236		Assignment 3- Construction Drawing
W	4/21	Modeling in SketchUp Tutorial	HO: SketchUp	Project 3- Interior Model	
Week/ Module 15-Module 9: Properties					
M	4/26	Properties Design		Assignment 4- Prop List	
W	4/28	In Class Workday- Model Check-in			
Week/ Module 16- Last Week of Class					
M	5/3	Drafting and Scenic Model Presentation			Assignment 4- Props List/ Scenic Model
W	5/5	Review for Final Exam			
Finals Week					
W	5/12	Final Exam 10:00 am - 12:45 pm	Due by 5:00 PM		