Contact Information:
Instructor: Crystal G. Herman
Email: gherman2@utep.edu
Cell Phone: 575-496-3803

Office Hours:
Email is the best way to get a hold of me. I check my email very frequently and will get back to you as soon as I can. During the week I will respond to all questions within 24 hours. However, if you email me on the weekend or over a school holiday don't be surprised if I don't get back to you until Monday morning. I also tend to go to bed early so if you email late at night I may not get back to you until the following morning.

Because of the unusual nature of this year I am also providing you with my cell phone number: (575)-496-3803. You can call or text me if you want to talk about class or set up a virtual meeting.

Due to the uncertainty of the coming semester I am unable to say for sure if I will have in-person office hours and if they will be in my Theatre Office or the Dean's Office. I will inform you as to when, where, and if I will have in-person office hours.

Course Goals:
- The purpose of this course is to give each student the opportunity to learn skills needed for the technical and support areas of play production.
- To give students an understanding of the work necessary to put a production together.

Learning Outcomes: (these are different due to the new on-line structure for this semester)
- Students will learn and then apply basic technical skills that apply to costumes
- Students will learn about working both in the Costume Studio and backstage with costumes.
- Students will learn how to put costumes, their purpose, and methods of sharing the art into historical perspective.
- Students will learn how to apply knowledge gained from working in Costumes into practice in their life or that of the community.

Supplies:
I have supply kit for each of you to take home and use. You will need to pick them up before Week #3 so that you have them for your hand sewing projects. Here are several options for picking up your kits:
1. Swing by my house for curb side pick-up. Call or text to let me know when you will be stopping by to schedule a pick up. I live up by Canutillo I will give you my address when you schedule your pick-up.
2. Stop by the Costume Studio. I plan to do in-person office hours on Thursday from 9:00 – 10:30. Please contact me to let me know you are coming. Hopefully this will be an option.
3. Give me your address and I'll mail it to you.

For your final project you will be asked to create a project using clothing around your house that you want to upcycle.

Requirements:
Due to the unprecedented nature of this semester and the need to go on-line we will NOT be using hours to calculate your grade this semester. Instead there is a series of discussions, papers, and projects that you will need to turn in through Blackboard.

Each week will have its own module for you to complete. Follow the instructions on Blackboard and please keep up with the posted deadlines.

Grading:
Discussion Boards 5 points each x 8: 40 points
Hand Sewing Projects 10 points each x 2: 20 points
Face Coverings Paper: 10 points
DIY Project: 20 points
Final Paper: 10 points

Total: 100 points
Attendance and Participation:
Attendance policy will be waived due to unforeseen circumstances. However, you will get the most out of this class if you attend regularly and turn in your assignments when they are scheduled to be due on the course calendar. If you start to miss classes or due dates you will likely have a difficult time catching up and earning a passing grade. If you do start to fall behind please schedule a meeting with me. I want you to pass this class, and most importantly, learn from it. Remember that I can only be sympathetic to situations that I am aware of.

Policies:
- It is the responsibility of the student to fulfill all the requirements to the best of her/his abilities. If a student is unclear about anything on the syllabus, s/he should seek clarification from the instructor.
- Retain all class projects and assignments until grades are posted at the end of the semester.
- Students must behave in accordance with all rules put forth by the Handbook of Operating Procedures of the University of Texas at El Paso
- Any student who, because of a disabling condition, requires special arrangements to meet course requirements should contact the instructor in person as soon as possible. If you have a disability and need classroom accommodations, please contact The Center for Accommodations and Support Services (CASS) at 747-5148, or by email to cass@utep.edu, or visit their office located in UTEP Union East, Room 106. For additional information, please visit the CASS website at www.sa.utep.edu/cass. Any request for special accommodations must be presented by the second week of class.

Final Paper:
Students are asked to write a final paper to demonstrate that they have successfully reached the Course Objectives as stated in the syllabus, which are:
- The purpose of this course is to give each student the opportunity to learn skills needed for the technical and support areas of play production.
- To give students an understanding of the work necessary to put a production together.
In order to do this a student has the opportunity to write a 2-3 page paper answering the following questions:
1. What new skills did you learn while completing your modules this semester?
2. What skills did you improve while completing your modules?
3. What other information did you learn while completing your modules?
4. How has the global pandemic effect the way we teach theatre, particularly practicum?
5. What are the pros and cons of doing Practicum on-line?

The final paper must be 2-3 typed pages double spaced with 1" margins.

Special Capstone Requirements:
If you are taking Practicum III as a capstone please let me know as soon as possible. Your requirements will be based on a contract between you and your area advisor.