

**THEA 2304**  
**Theatre Graphics & Technology**  
**Spring 2020**

**University of Texas at El Paso**  
**Monday and Wednesdays 10:30am to 11:50am**  
**Fox Fine Arts – Drama D075**

**COURSE DESCRIPTION/COURSE OVERVIEW:** This course is designed as an introductory course on the fundamentals of drafting for the Theatre. This course utilizes hand drafting, Vectorworks, and Photoshop. All projects will consist of students being able to translate existing drafting and their own designs into computer-aided drafting.

**COURSE GOALS:** The goals of this class are for the students to develop an understanding of the concepts and principles of hand drafting, Vectorworks, and Photoshop (or another photo editing software). Students will obtain an introductory drafting vocabulary in order to communicate at a professional level when the course is completed. The overall goal is that the instruction from this class will follow students into their advanced work in scenery, costumes, lighting, and stage management.

**CREDIT ALLOCATION:** 3 Credit Hours

**FACULTY INFORMATION**

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Office Hours: TR 10:30 – 11:20

**REQUIRED TEXTBOOKS:**

-*Drafting for the Theatre* Second Edition by Dennis Dorn and Mark Shanda  
ISBN-13:978080933379

**REQUIRED SUPPLIES:**

-USB Flash Drive	-T Square 18” or 24”
-Architect Scale Rule	-Drafting Triangles (One 30/60 Degrees and One 45/90 Degrees)
-Drafting Dots	-Drafting Vellum (supplied by instructor)
-Eraser (Most important supply!) Suggest: Pentel Erasers.	-Vectorworks Tutorials (Given in class)
-Set of Drafting Pencils in multiple pencil weights Need: 4H, 2H, H, and HB (Suggest: Pentel GraphGear 500 Automatic Drafting Pencils)	
-An individual version of Vectorworks (student version). Can be downloaded at <a href="http://student.myvectorworks.net">http://student.myvectorworks.net</a> .	
-For Project #9: Download free monthly trial of the Adobe Creative Cloud which includes Photoshop (download must happen after 4/15 in order to use for whole project).	

## COURSE POLICIES:

1. **Attendance:** Students are expected to attend all classes and to arrive on time. Each student is allowed **2 absences** before their final grade is affected. Their final grade will be lowered for each absence beyond the 1 “allowed” absences. In addition to unexcused absences, three tardies or early exits will equal one absence. **It is your responsibility to make sure you sign in each day.** In accordance with university policy this course will excuse a student from attending classes or required activities, including examinations, for the observance of a religious holy day. The student shall also be excused for time necessary to travel for said holy day. An institution may not penalize the student for the absence and allows for the student to take an exam or complete an assignment from which the student is excused. Participation in official university business must be documented by a written notice from the sponsoring faculty or staff member and given to the instructor PRIOR to the event. Each student must present their related plans to the instructor in writing by the end of the second week of class.
2. **Student Conduct and Discipline:** “The University of Texas at El Paso expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding student conduct and discipline, which is contained in both print and web versions of the Handbook of Operating Procedures.” Those regulations and policies can be found at (<http://hopp.utep.edu/StudentAffairsIndexPageHOP.htm>) and in the “Catalog” of the University of Texas at El Paso.

For the purpose of this course, you may not collaborate on any project without receiving specific instructions to do so by the instructor. When given, such instructions will only apply to the current assignment. Any projects after said assignment will return to being completed independently.

3. **Blackboard Access:** Students are required to subscribe to and access the course Blackboard site. This site is the main communication source between faculty and students. Students are encouraged to access the site daily. The course syllabus, calendar, outline of scheduled lectures, assigned readings, and assignment criteria are posted on this site. Assignment grades and final course grades will be made available only through this site.
4. **Communication:** Communication is the responsibility of both students and faculty. Faculty will keep students informed of progress and students will inform faculty of any deterrent to their success.
5. **Special Needs:** Any student who, because of a disabling condition, may require some special arrangements in order to meet course requirements should contact the instructor in person as soon as possible so that necessary arrangements may be made. Students should contact UTEP Disabled Student Services and acquire verification at (<http://www.utep.edu/dsso>). Any request for special accommodations must be presented by the second week of class.
6. **Plagiarism:** Offering the work of others, as one’s own is plagiarism. You will be held accountable for such actions as outlined in the Handbook of Operating Procedures. Those regulations and policies can be found at (<http://hopp.utep.edu/StudentAffairsIndexPageHOP.htm>) and in the “Catalog” of the University of Texas at El Paso.

7. **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.
8. **Environment:** Students are expected to assist in maintaining a classroom environment, which is conducive to learning. In order to assure that all students have the opportunity to gain from time spent in class, unless otherwise approved by instructor, students are **prohibited** from using cellular phones and other electronic devices, eating or drinking, making offensive remarks, reading newspapers, sleeping, or engaging in any form of distraction in the classroom. First violation of this policy will result in the instructor talking with the student immediately and scheduling a meeting after class. Second violation of this policy will result in the instructor referring the student to the department chair who will schedule a meeting with the student. At that meeting, the chairperson will inform the student that repeated deviations from expected classroom behavior will result in an immediate referral to the Office of the Dean of Students for disciplinary action in accordance with the Handbook of Operating Procedures of The University of Texas at El Paso.
9. **Assignments:** Projects must be turned in on the date they are due to get full credit for any assignment. Late assignments will be penalized 10 percent for each day they are late. After one week, the highest percentage possible for a fully completed project is 60%. I build in time in class to work on your assignments, but you will need to commit time outside of class to complete your assignments. Do not get behind. Catching up will be very difficult.
10. **Meetings:** Individual student conferences may be made by arrangement or during listed office hours.

## **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).

## Course Requirements

1. All projects are due at the beginning of class on the dates indicated on the class schedule.
2. Reading assignments are due at the beginning of each day.
3. You must see a minimum of two Theatrical Productions produced by the Department of Theatre and Dance and the UTEP Dinner Theatre. All extra shows, including the Dinner Theatre, or the greater El Paso/ Juarez community and the Dance Production will be counted as extra credit (extra credit will go towards Class Participation and Attendance).

**PLEASE NOTE FOR ALL REQUIRED SHOWS AND EXTRA CREDIT SHOWS AT UTEP: You are required to sign an attendance sheet at the end of the performance you attend. If you do not sign this sheet at the end of the performance you will not get credit for attendance. The house manager will have the sign out sheet available at the end of each performance.**

4. All work must be completed to a presentation quality. Work that does not meet that standard will have to be resubmitted. All projects must be submitted in a digital copy emailed before class begins or handed in class with a labeled USB flash drive.
5. Plotted output takes time and materials to produce. Late project due to plotter supply problems will not be excused. Plotting can be done on campus at the Library in the Technology center, Kinko's, El Paso Reprographics or other locations via a PDF file.
6. Work can be turned in during class, in my faculty mailbox, or in my hands in my office. No work is to be submitted by slipping it under my office door or left in the slot outside by office. Assignments submitted by email only will not be accepted, paper copies must be submitted.
7. Assignments can be resubmitted for reconsideration of grade. The longer past the original deadline, the less credit that will be available. Assignments that are resubmitted must include the original submission and a note detailing the revisions that have been made.

## Project Descriptions

Although Drafting is a mechanical craft with specific standards, the grades for projects will include evaluation of clarity and aesthetics. Any project that states it must be submitted to Blackboard must include the Vectorworks file and pdfs. If file is too large, it must be emailed or handed on a USB before class.

1. **Project #1: Hand Drafting Handouts** – Complete Handouts provided in first day of class with necessary drafting tools.
2. **Project #2: Complete “Plate” Drafting with Title Block** – Use hand drafting techniques to create two completed drafting plates with title block (This project will be used in the next project).
3. **Project #3: Hand Drafting of Ground Plan and Section of UTEP Wise Theater in 1/8” Scale** – Take the scaled pdf drafting of the UTEP Wise Theater and translate in onto vellum in 1/8” Scale. Must use the plates drafting in Project #2 for the title block for this project. If notes were given for Project #2, they should be fixed for submission with Project #3.

4. **Project #4: Translate Project #2 into Vectorworks** – Take your drafting from Project #2 and translate it into Vectorworks. This includes border, title block, and all notes given during Project #2 presentation.
5. **Project #5: Translate Project #3 into Vectorworks** – This project requires you to take your hand drafting from Project #3 and translate it into Vectorworks. Your drafted plates must include the Wise ground plan with title block filled in and the Wise section with the title block filled in with correct information. You must save the files as pdfs and print them out on 11x17 sheets of paper for class. The pdfs must also be submitted electronically to Blackboard.
6. **Project #6: Completed Ground Plan and Section in Vectorworks** – Take an existing ground plan and section (will be provided) and draft it in Vectorworks. The two plates need to be placed on sheet layers and saved as a pdf on 11x17 size paper. Drafting must include dimensions, notes, and have a title block. Project will be graded on having a completed pdf packet and the final presentation of packet (cleanliness, use of line weight, clear printing). This project will be submitted through Blackboard ONLY by Noon on 3/29.
7. **Project #7: Drafting Elevations** – Take an existing plate of elevations (will be provided) and draft it into Vectorworks. The plate needs to be placed on a sheet layer and saves as a PDF on 11x17 size paper. This assignment will be printed for presentation in class and must also be submitted through Blackboard before the start of class. Drafting must include everything on the plate including dimensions, notes, and a title block.
8. **Project #8: Light Plot Project** – Students will take an existing lighting plot and create it in Vectorworks. The existing plot will be from a previous Wise Theater show therefore, students will be required to use their Project #5 as their base for this project. You must save the files as pdfs and print them out on 11x17 sheets of paper for class. The pdfs must also be submitted electronically to Blackboard.
9. **Project #9: Photoshop Project** – After gaining the knowledge to use the fundamentals of Photoshop, students will take a photograph of a painted model and provide two different looks for the lighting for the set. This project will require students to read the script and select two scenes they would like to create. In the presentation, students must clearly state what scenes they chose and what they were looking to create. Presentations will be done through the projector in class and students are required to submit high-resolution JPEGs and PSDs to Blackboard before the start of class.
10. **Final Project:** Taking what you have learned from your time learning Vectorworks, each student will select a final project to showcase their skills. If your concentration is scenery, you will have to create detailed elevations of a scenic element, furniture or property. If your concentration is lighting, you have the option to create a lighting instrument library or a detailed elevation of a specific light in Vectorworks. If your concentration is costume design, you can pick from instructor-selected patterns to digitally recreate a pattern in Vectorworks. All students must have approval on their selected project in order to continue working on their project. For the final presentation, students must print out their plates and talk about their process of creating their selected projects. Digital copies of your final Vectorworks file and PDFs must be submitted to Blackboard before the start of the final time.

## Grading Breakdown

<b>Class Participation and Attendance</b>	<b>50 pts</b>
<b>Project #1: Line Types Handout</b>	<b>50 pts</b>
<b>Project #2: Complete “Plate” of Drafting with Title Block</b>	<b>50 pts</b>
<b>Project #3: Hand Draft Ground Plan and Section of UTEP Theater in ¼” Scale</b>	<b>100 pts</b>
<b>Project #4: Translate and improve Project #2 into Vectorworks</b>	<b>50 pts</b>
<b>Project #5: Translate Project #3 into Vectorworks</b>	<b>100 pts</b>
<b>Project #6: Completed Ground Plan and Section in Vectorworks</b>	<b>100 pts</b>
<b>Project #7: Elevations in Vectorworks</b>	<b>50pts</b>
<b>Project #8: Light Plot Project</b>	<b>100 pts</b>
<b>Project #9: Photoshop Project</b>	<b>50 pts</b>
<b>Final Project</b>	<b>200 pts</b>
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	<b>Total: 900 pts</b>

**Breakdown: 810-900: A**  
**720-809: B**  
**630-719: C**  
**540-629: D**  
**000-450: F**

*Please Note: 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. Any and all changes will be clearly communicated.*