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| TPA 1274 | Stage Properties | Tuesday and Thursday |
|  |  | 9:00am – 11:50am |
| Brandon Lettow | Spring 2022 |  |
| [Brandon.lettow@fscj.edu](mailto:Brandon.lettow@fscj.edu) |  | Office Hours |
| Office: (904)646-2421 |  | Mon-Thurs 1-4, Fri. by appt. |

Objective: This course is a study of the history, style and decoration of practical scenic and hand properties. It also includes an introduction to the techniques, specialty tools, and materials used in the construction or reproduction of stage properties.

Textbook:

Required: The Prop Building Guidebook: For Theatre, Film, and TV - Second Edition by Eric Hart

Additional materials needed:

Safety glasses with polycarbonate lenses

Safety: Working on stage or in the shop is an inherently risky occupation. It is paramount that you are aware of yourself and others around you. If you are not sure, ask. If you do not know, don't do, ask! Communication is the key to keeping the working environment safe.

Attendance: Attendance is required. You are allowed three absences during the term. If you miss more than three classes, your final grade could be reduced buy one letter grade. If a class is missed it is the student’s responsibility to find out what was missed from your fellow students or the instructor.

If you're going to be late or absent for a class, call. If you were going to be late or absent for your job you’d be expected to call. This is one of your jobs for this term. Texting is not an acceptable form of communication in this case.

If you do not attend this class for the first two weeks and do not withdraw, or miss 40% of the class meetings you'll be issued NA (non-attendance grade). If you fail this class due to non-attendance, you’ll be given an FN (Failure due to attendance) which may mean any financial aid given to you can be recovered by the government. The withdrawal deadlines for this term are listed on the college website.

Tardiness: The general rule of thumb is this; “if you are early, you are on time. If you're on time, you are late. If you are late, that's unacceptable and you should’ve called!” Should you be late for the start of class you will be responsible for any covered material that you missed.

Dress: No open toed shoes, sandals, flip-flops, dresses or loose clothing. Longhair must be worn back or tied up when in the shop and long shirts should be tucked in. Be critical of all jewelry as well.

Electronic devices: There will be no electronic devices such as cell phones, headphones, video games or iPods worn or played while in the shop or class.

Projects and late assignments: projects and assignments can be excepted late but you will need to arrange a new date with the instructor and sign a contract for the new date. There will be no further extensions if this contract is not honored.

Contracts: Although there should be sufficient time during class to complete most projects, it is sometimes necessary to work outside of class to finish the project. Additional time may still be needed to complete the project to meet class expectations. If your project will not be completed on the assigned date, you will have the option to sign a contract for a new completion date. The rules for the contract are as follows:

1: contracts must be signed by the class meeting prior to the schedule due date. (not the day before and the day of)

2: the new due date is final. Should the student not meet the conditions of the contract a student will receive a grade of zero for the project.

3: there is a limit of two contracts per student per term.

4: contracts will not be allowed on the final project.

Projects: There are several projects in this class. Ample time will be provided to work on your projects during the regular class meetings. Should you need additional time to work on projects the shop is open from 12pm - 6pm Monday through Friday. Once we are in production for this semester’s show, shop time and space will be limited due to production work on the show. Please keep this in mind.

Elasticity statement: The instructor will make every effort to follow the guidelines of this syllabus as listed; however, the instructor reserves the right to amend this document as the need arises. In such instances, the instructor will notify students in class and/or via email and will endeavor to provide reasonable time for students to adjust to any changes.

Special accommodations: Please make the instructor aware of any physical or mental conditions that could possibly affect shop and stage operations or safety.

Academic dishonesty: Please reference the current college catalog for this information

Note taking: Note taking skills are important in this course and any other college course but they are essential for success in the area of technical theater.

All projects will be presented to the class and all class members are required to participate in the critique of their fellow classmates. Constructive criticism and peer review is valuable. The presentation sessions will be moderated by the professor.

Grading: Project I (Assemblage) 50pts.

Project II (Foam carving) 50pts.

Project III (Wearable) 50pts.

Project IV (Patterning) 50pts.

Project V (Casting) 50pts.

Final Project (Animal) 100pts.

Participation (Attendance, demos, critique) 100pts.

Total Points: 450pts.

Grades are as follows: 405-450 A

354-405 B

298-353 C

237-297 D

0-236 F

Policy on repeating class: Students may repeat a course in an attempt to improve the grade previously earned. State Board rule 6A-14.0301 limit such attempts two courses were a “D”, “F” or “FN” grade was earned, and limit to two instances where a course grade may be forgiven. The official grade and the grade used for calculating the GPA shall be the last grade earned in the course. A student may not repeat a course that he or she has earned a grade of “C” or better.

The student may have only three attempts in any course, including the original grade, repeat grades or withdrawals. Upon the third attempt in a course, the student must be given an “A”, “B”, “C”, “D”, or “F”. The fourth attempt may be allowed through the general appeals process based on extenuating circumstances. On the third attempt, out of state tuition is charged, which is about four times the in-state tuition rate.

Please take the time to fill our course survey, this will allow the instructor to refine course objectives and content. Two bonus point to be given for verification of completing the survey.