

THFM-3002-002 (3 credit hours)
SPECIAL STUDIES: COSTUMING THE PRODUCTION

Winter, 2019
Class: Mon 2:30- 5:15 pm
Lab: TBA
Room: OT22

Instructor: Lauren Martin
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Office Hours: TBA

PRE-REQUISITES

THFM-2601 Costuming **OR** knowledge and experience of garment construction and ability to operate domestic and industrial sewing machines **AND** permission of the course supervisor.

COURSE DESCRIPTION

This class acts as a practical costuming department with the students comprising the costuming team for two productions. The objective of this course is to provide hands-on experience in completing the steps required to take a costume from the designer's sketch to a fully-completed ensemble ready for the stage. Under the guidance of the instructor, students will prepare/build all costumes for two theatrical productions during the Winter term in the Department of Theatre and Film. Material covered will depend on the chosen plays. Topics will include: the role of the costumer in relation to stage management and the costume designer; sketch analysis; measurement and fitting the actor; garment construction; implementing quick changes; budgetary control; watching dress rehearsals for concerns, and scheduling.

REQUIRED TEXT and SUPPLIES

There is no text for this course but personal sewing equipment will be required (to be discussed in class).

EVALUATION

Production I, <i>Arcadia</i> , opening Feb 12/19: <u>completion of assigned work by the dress parade</u>	50%
Locating and gathering costume elements (10%)	
Costume construction (15%)	
Planning, professionalism, and workload management (15%)	
Weekly Reports, Work/Activity Log, Attendance & budget accounts (10%)	
Production II, <i>Middletown</i> , opening April 2/19: <u>completion of assigned work by the dress parade</u>	50%
Locating and gathering costume elements (10%)	
Costume construction (15%)	
Planning, professionalism and workload management (15%)	
Weekly reports, Work/Activity Log, Attendance & budget accounts (10%)	
Total	100%

CONVERSION SCALE

The following conversion table will be used for calculation of final grades:

A+	90 – 100%	GPA	4.5	C+	65 – 69.9%	GPA	2.5
A	85 – 89.9%	GPA	4.25	C	60 – 64.9%	GPA	2.0
A-	80 – 84.9%	GPA	4.0	D	50 – 59.9%	GPA	1.0
B+	75 – 79.9%	GPA	3.5	F	below 50%	GPA	0
B	70 – 74.9%	GPA	3.0				

Work not submitted will be graded as 0%.

FRIDAY, MARCH 15, 2019 is the final date to withdraw without academic penalty from courses which begin on January 7 and end in April 23, 2019 (Winter 2019 Term).

Please note that withdrawing before the VW date does not necessarily result in a fee refund.

NOTE

Students are expected to complete tasks/projects on time or prior to deadline. One mark will be deducted from the student's final grade for every class/meeting/deadline not attended/met. A detailed production schedule is provided online at: <http://theatre.uwinnipeg.ca/psched.pdf>. Headphones and food are **NOT** allowed in the Costume Lab. The instructor must approve access to the Costume Lab outside of scheduled hours.

SCHEDULE/WORKLOAD

This class is designed as a professional Costume Department with the students comprising the Costuming Team; therefore, much of the production-related work takes place outside of class time. Workload will vary week by week with more time required as opening night approaches. Students are required to attend all production meetings (Mondays, 12:30-1:30pm), the costume parade, and tech/dress rehearsals. It is the responsibility of the student to keep a record of hours worked and to hand in a *Time Management Log* once a production opens.

Assigned projects and production-related lab work represents a **significant** time commitment. Students should not take this commitment lightly and any concerns regarding this additional load should be addressed to the instructor immediately.

HEALTH AND ACCESSIBILITY SERVICES

Life happens to everyone. If you are experiencing a crisis in your life, or if you have a physical or mental health issue, communicate with your Professor or Accessibility Services – let us know so we can provide support or direct you to those who can. The earlier we know, the earlier we can discuss what resources might be available. Students with documented disabilities, or temporary or chronic medical conditions requiring academic accommodations for tests/exams/presentations (e.g., private space or more time) or during lectures/labs (e.g., note-takers) are encouraged to contact Accessibility Services (AS) at 204-786-9771 or accessibilityservices@uwinnipeg.ca to discuss appropriate options. All information about a student's disability or medical condition remains confidential. If you are registered with Accessibility Services, do not assume that Accessibility Services (AS) has informed your instructor that you have registered with them. <http://www.uwinnipeg.ca/accessibility>

TAFSA

All students enrolled in at least one theatre or film class are automatically members of TAFSA, the Theatre and Film Students' Association, which plans a number of exciting activities each academic year. We are looking forward to regular **Performance Jams** and **Socials** as well as **DioFest** (a new play festival featuring student written and produced plays), and the very popular **24/7 Event** during which students move into our building and several plays are written, rehearsed, produced, and presented – all in a period of 24 hours! Please join TAFSA to find out more at its organizational meeting, tentatively scheduled for Mon Sept 17, 12:30-1:20 pm, Room OT10. This is a great opportunity for students to connect with other like-minded people and a way to get involved in the department events.

BUILDING USE, SECURITY and ELECTRONIC COURSE OUTLINE ADDENDA

The Asper Centre for Theatre and Film (home to the Department of Theatre and Film) is open from 8:00 am and 5:30 pm weekdays only. Students are permitted to be in the building between 8:00 am and 10:00 pm seven days per week (except statutory holidays when the University is closed) **BUT PLEASE NOTE:** outside of regular building hours, it is **MANDATORY** that everyone in the building **EITHER** carry an access card **OR** have a booking confirmation form in their possession (hard copy or electronic). **ALL EVENING STUDENTS in the building for classes MUST have an access card.** If a Security Guard checks and you do not have proper accreditation, **you may be evicted.**

Students must check our website at <http://uwinnipeg.ca/theatre-film> and read the menu items called *Fire Safety Instructions in the Asper Centre for Theatre and Film, Access Card/Building Use Policy* **AND** *Room*

Booking Instructions. The link to the electronic *Online Room Booking Form* is also found at this location. Please read and note all instructions carefully.

These rules and procedures are in place to protect students and our facility; please respect them.

GENERAL NOTES

This course outline should be considered a guideline only. Time constraints and other unforeseen factors may require that some topics be omitted or covered in less detail than indicated.

Archival records such as videotapes, sound recordings, and photographs may be made or taken during class or lab times. The University uses such materials primarily for archival, promotional, and teaching purposes. Promotional use may include display at open houses or conferences, or use in advertising, publicity, or brochures. In reading and accepting the terms in this course outline, students acknowledge consent for such use by the University. Should a student not wish to convey such consent, s/he should withdraw from this course immediately.

Cellular phones **MUST** be turned off during classes and examinations; texting is **NOT** permitted in class.

Any student attending a test or final examination may be required to present proof of identity; photo identification is preferred.

It is the student's responsibility to retain a photocopy or computer disk copy of **ALL** assignments submitted for grading; in the event of loss or theft, a duplicate copy is required.

Students are strongly advised to read the sections 8, 9, and 10 of the *Academic Calendar* for information on Academic Misconduct including plagiarism, and Appeals, (found on-line at: <http://www.uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf>).

Students conducting research interviews, focus groups, surveys, or any other method of collecting data from any person, including a family member, must obtain the approval of the appropriate ethics committee before commencing data collection. Exceptions are research activities in class as a learning exercise. See <http://www.uwinnipeg.ca/research/human-ethics.html> for submission requirements and deadlines.

All students, faculty and staff have the right to participate, learn and work in an environment that is free of harassment and discrimination. The UW Respectful Working and Learning Environment Policy may be found online at www.uwinnipeg.ca/respect.

Students may choose not to attend classes or write examinations on holy days of their religion, but they must notify their instructors at least two weeks in advance. Instructors will then provide opportunity for students to make up work examinations without penalty. A list of religious holidays can be found at <http://uwinnipeg.ca/academics/calendar/docs/important-notes.pdf>

When it is necessary to cancel a class due to exceptional circumstances, instructors will make every effort to inform students via UWinnipeg email (and/or using the preferred form of communication, as designated by the instructor), as well as the Departmental Assistant and Chair/Dean so that class cancellation forms can be posted outside classrooms. ***Students are reminded that they have a responsibility to regularly check their UWinnipeg e-mail addresses to ensure timely receipt of correspondence from the university and/or their course instructors.***

COURSE CONTENT AND STUDENT PARTICIPATION POLICY

Films and Dramatic Literature depict a wide variety of human action and experience, both elevated and base, physical and psychological, sexual and non-sexual, etc. Our department does not censor the subject matter of dramatic works. Students with concerns about exposure to the full range of content and style in drama/film are urged to discuss these with their instructor prior to registration.

No matter the content Theatre and Film are communal art forms in which a number of interdependent artists and crafts people co-operate to create works of art. This fact is reflected in the learning situation in

many of the Department's courses. Consequently, it is the Department's policy that students are required to: participate communally, complete homework, papers, readings, line-learning, script analysis, production plots, design drawings, etc.; attend meetings, rehearsals and labs both within and outside of class times; and generally exhibit commitment towards the inevitably shared endeavours of our field of study.

Any student failing to fulfil these requirements is harmful to the progress of dedicated students and may, after due warning, be asked to withdraw from any individual Departmental course