

THFM-2001-001
THEATRE PRACTICUM: COSTUMING
(3 credit hours)

Fall, 2019

Class: W 8:30-11:20 Rm OT22

Labs: Variable in addition to the above

Practicum Supervisors:

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PRE-REQUISITES

THFM-2601 Costuming **OR** Instructor Permission with experience in garment construction and ability to operate domestic and/or industrial sewing machines.

COURSE DESCRIPTION

Continuing from THFM-2601 Costuming, this class acts as a practical costuming department with the students comprising the costuming team for a production. 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. Lectures in the first half of the term are designed to provide students with background and context necessary to work collaboratively in a practical production environment.

During lab sessions in the latter half of the term students will prepare/build costumes for a theatrical production for the Department of Theatre and Film under the guidance of the instructor. Material covered will depend on the chosen play(s) and the practical workload involved but common topics will include: the role of the costumer in relation to the production schedule, costume designer, stage management and the rest of the production company; sketch analysis; measurements and fitting the actor, garment construction and alteration, implementing quick changes; budgetary control; and scheduling.

REQUIRED TEXT and SUPPLIES

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

Production Script: ***Love's Labour's Lost* by Shakespeare will be provided (edition TBA)**

Although there is no text for this class, the following may be useful as secondary reference and is available from the library (or Tim Babcock):

***Costume Design* by Barbara & Cletus Anderson, Holt Reinhart & Winston, Toronto**

EVALUATION

Pre-Production Script Analysis Assignment(s)	10%
Production Work (opening Nov 26, 2019) <u>completion of assigned work by the dress parade</u>	90%
Including:	
Locating and gathering costume elements (20%)	
Costume construction and alterations (30%)	
Planning, professionalism and workload management (20%)	
Weekly reports, Work/Activity Log, Costume Book and budget accounts (20%)	

Total	100%

CONVERSION SCALE For the calculation of the final grade the following conversion table will be used:

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.

NOTE: As part of the production team, 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 will be provided.

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

Scheduled labs will be arranged based on student schedules but this class is designed to mirror a professional Costume Department with the students comprising a part of the Costuming Team; therefore, much of the production-related work will take place outside of scheduled sessions and much of the commitment will be weighted to the latter half of the term. Workload will vary week by week with more time required as opening night approaches but may be estimated at an average of 6 hours per week in scheduled time with at least another 6 hours in ‘homework’ beyond scheduled sessions while in production. In addition, students are required to attend scheduled production meetings, the costume parade, and all dress rehearsals and select technical 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.

TENTATIVE SCHEDULE More detailed references to the full production schedule, and activities will be posted on the departmental web site under Student Resources <http://theatre.uwinnipeg.ca/student.htm> .

The following should be considered a draft. Details to be confirmed.

<u>Term 1 Dates</u>	<u>Activity / Event</u>
Mon, Oct 7	<u>Preparation week</u> <u>Start actor measurements</u>
Friday, Oct 11 (to be confirmed)	<u>Final Design Meeting</u> <u>Production period begins / Labs begin</u>
Mon, Oct 21	<u>First of Weekly Production Meetings</u> <u>Rehearsals Start</u>
Mon Oct 21 – Nov 15	Costume Acquisition and Construction And weekly Fittings with Actors
Fri, Nov 15	Dress Parade: Deadline major pieces
Thu, Nov 21	<u>Cue-to-Cue Rehearsal –</u> <u>Completed fast-change costumes required</u>
Sun, Nov 24	<u>1st Dress Rehearsal – attendance required</u>
Mon, Nov 25	Final Dress Rehearsal – attendance required
Mon, Dec 2 – Fri, Dec 6	Returns and Restocking Week / Costume Book due Dec 6

TUESDAY, NOVEMBER 12, 2019 is the final date to withdraw without academic penalty from courses which begin which begin September 3 and end December 2, 2019 (2019-20 Fall Term).

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

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. Please see <http://www.uwinnipeg.ca/accessibility>. If you do not register with AS, you cannot be granted special consideration (e.g. extra time to write exams/tests, attendance issues because of physical or mental health conditions, etc.).

The University of Winnipeg promotes a scent-free environment. Please be respectful of the needs of your fellow classmates and your instructor by avoiding the use of scented products while attending lectures. Exposure to perfumes and other **scented products (such as lotion)** can trigger serious health

reactions in persons with asthma, allergies, migraines or chemical sensitivities. We are asking for your cooperation to create a scent-free environment **on campus** by students, faculty and staff.

"THE REAL THING" LECTURE SERIES

The Department of Theatre and Film presents a series of six lectures which will be held on **Wednesdays during the free period (12:30-13:20) in Theatre 1T15**. Please note the dates in your diary **NOW**:

September 18th (Yvette Nolan, playwright/director/author/arts administrator)

October 30th

November 13th

January 22nd

February 12th

March 4th

This series will feature speakers from a range of areas in the performing arts: technical, performance, design, management, film, directing, playwriting, etc. These speakers will specifically address issues related to "the business of the business."

Attendance at **ALL** lectures is **MANDATORY** for **ALL Honours students in Theatre (4000-level courses, all areas), as well as students in: THFM-3101 Acting III: General, THFM-3201 Styles in Design, and THFM-3801 Production II**. Penalties for absence may be assigned by individual instructors.

Attendance for potential Theatre Honours/Majors and for Film Majors is optional but highly recommended.

2019 ORIENTATION ASSEMBLY

Each year in September we hold an *Orientation Assembly* to welcome students to the new term, introduce our new students to faculty and other students; provide information about the department, its various activities and those of its professors; and deliver news about what's coming up. This year our *Orientation Assembly* will be held on **Wednesday, September 11th, 2019, 12:30-13:20 in Theatre, 1T15**.

ATTENDANCE IS COMPULSORY for all Majors and Honours students. Those considering Honours are strongly recommended to attend. All others are welcome and encouraged to attend.

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. Activities organized by TAFSA include regular **Performance Jams**, **Department parties** and **Socials** as well as **DioFest** (a new play festival featuring student written and produced plays), and **24/7** (an event in 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 16th, 12:30-13:20 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 SECURITY

The Asper Centre for Theatre and Film (home to the Department of Theatre and Film) is open from 8:00 am to 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.**

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

All studios and labs are locked outside of building hours. Evening and weekend access can be added to your student card by visiting Melinda in the Department office, 3T03.

ELECTRONIC COURSE OUTLINE ADDENDA

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.

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.
- 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.

- 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>).
- Detailed information regarding these policies can be found at the following:
 - Academic Misconduct Policy and Procedures: <https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-policy.pdf> and <https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-procedures.pdf>
 - Non-Academic Misconduct Policy and Procedures: <https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-policy.pdf> and <https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-procedures.pdf>
- *Misuse of Filesharing Sites*. Uploading essays and other assignments to essay vendor or trader sites (filesharing sites that are known providers of essays for use by others who submit them to instructors as their own work) involves “aiding and abetting” plagiarism. Students who do this can be charged with Academic Misconduct.
- *Avoiding Copyright Violation*. Course materials are owned by the instructor who developed them. Examples of such materials are course outlines, assignment descriptions, lecture notes, test questions, and presentation slides. Students who upload these materials to filesharing sites, or in any other way share these materials with others outside the class without prior permission of the instructor/presenter, are in violation of copyright law and University policy. Students must also seek prior permission of the instructor /presenter before photographing or recording slides, presentations, lectures, and notes on the board.
- 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>

VOLUNTARY WITHDRAWAL DATES (all courses)

The voluntary withdrawal dates for each term, without academic penalty, are:

- **FALL TERM COURSES:** November 12, 2019 for Fall courses which begin September 2019 and end December 2019
- **FALL/WINTER TERM COURSES:** February 14, 2020, for Fall/Winter courses which begin September 2019 and end April 2020
- **WINTER TERM COURSES:** March 13, 2020, for Winter courses which begin January 2020 and end April 2020

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

STUDENT PARTICIPATION POLICY & COURSE CONTENT

Theatre & Film are communal art forms in which a number of interdependent artists and crafts people co-operate to create a work of art. This fact is necessarily transferred to the learning situation, and is reflected in many of the Department's courses. Consequently, it is the Department's policy that students are required to: complete homework such as reading, line-learning, script analysis, prop lists, design drawings, etc.; attend classes; attend rehearsals, meetings or shoots both within and outside of class times; and, in short, 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.

COURSE CONTENT NOTE

Dramatic Literature depicts a wide variety of human action, both elevated and base, public and private, physical and psychological, sexual and non-sexual, etc. The Department of Theatre and Film will not undertake to censor the subject matter of dramatic works.

Students who have concerns about dealing with the full range of content and style in drama/film are urged to discuss these concerns with the course instructor.