



Master Course Syllabus

For additional course information, including prerequisites, corequisites, and course fees, please refer to the Catalog: <https://catalog.uvu.edu/>

Semester: Spring
Course Prefix: THEA
Course Title: Stagecraft I

Year: 2025
Course and Section #: 1513 003
Credits: 2

Course Description

This class is intended to familiarize students with the world of technical theatre and enhance their ability to collaborate effectively in a production environment. Through lectures, class discussions, projects and lab work, students will be introduced to the basic concepts of scenery design and construction, costumes, props, lighting, sound and stage management and how they all work together to create a unified theatrical production. Students will also become proficient in the specialized language of theatre in order to communicate effectively with peers and collaborators.

Course Attributes

This course has the following attributes:

- General Education Requirements
- Global/Intercultural Graduation Requirements
- Writing Enriched Graduation Requirements
- Discipline Core Requirements in Program
- Elective Core Requirements in Program
- Open Elective

Other: *Click here to enter text.*

Instructor Information

Instructor Name: Heather Shelley

Student Learning Outcomes

1	Use basic terminology of theatre architecture, set construction and production.
2	Identify back stage skills required to plan and produce scenery, props, lighting and sound for theatrical productions.
3	Employ safety procedures of theatrical production.
4	Use construction and production techniques.
5	Explain the history of stagecraft and how it can be adapted to contemporary use.
6	Work with technical crews on UVU productions.

Course Materials and Texts

- Backstage Handbook by Paul Carter (Third Edition)
 - Architect's scale rule. Be careful not to get the very similar-looking engineering scale rule. An architect's scale rule will have markings in fractions, such as 1/4, 3/8, 1/2, etc.
 - Tape Measure
 - Safety Glasses
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Course Requirements

Course Assignments, Assessments, and Grading Policy

Homework / Projects:

All projects must be completed before final exams begin. Homework deadlines are given as a courtesy to students so they don't find themselves at the end of the semester with too many projects to complete before finals. Please try to follow them, but don't stress if something is "late." I will not take off points for lateness.

All written assignments should adhere to typical standards of spelling, grammar, and clarity. Any instance in which material is cited from a source must be documented using MLA formatting. Plagiarism in any form will not be tolerated and is subject to disciplinary action by the University. Be aware that plagiarism extends not just to the written word, but also to visual communication and design concepts. If you are referencing other work, you must credit the source.

Quizzes/Exams

Over the course of the semester, six quizzes will be given out. Students are encouraged to consult their own notes, and any other available resources before they take it. You will have two chances to take every quiz. This is to help you learn more. I am also granting this to you so you will not feel any pressure to cheat. Don't cheat. It is only cheating yourself.

Production Response Papers

Students are required to see all departmental shows during the semester, and will write a short 2-3 page paper responding to the technical elements of one of these shows. This is an opportunity to apply the knowledge acquired in this class to real-life scenarios and demonstrate an understanding of technical theatre ideas.

Students are responsible for acquiring their own tickets to these shows. A full calendar of show dates and times is available on the department's website. If a student is involved with the show, they should respond to the prompt from their own experience, not necessarily from an audience's point of view.

If you would like to get credit for attending these productions without writing a response paper, you can take a picture of yourself in the venue at the time of the production with your ticket in hand. This photo will be accepted instead of the paper, if you prefer. If you forget to take the picture while you are there, you can still submit the paper.

Grading:

Your final grade for the course will be broken down as follows:

Quizzes: 30%

Assignments: 40%

Final Presentation 10%

Written Final Exam 10%

Your numerical grade will be translated to a letter grade and a point grade as follows:

NUMERIC AL	LETTE R	POINT S
93-100	A	4.0
90-92.9	A-	3.7
88-89.9	B+	3.4
82-87.9	B	3.0
80-81.9	B-	2.7
77-79.9	C+	2.4
72-76.9	C	2.0
70-71.6	C-	1.7
67-69.9	D+	1.4
62-66.9	D	1.0
60-61.9	D-	0.7
0-59.9	F	0.0

Required or Recommended Reading Assignments

See below

General Description of the Subject Matter of Each Lecture or Discussion

	Monday	Wednesday	Important Dates
Week One	-Review Syllabus -Shop safety and power tools intro	-DUE: Syllabus Quiz -Drafting Intro	Start Jan 6
Week Two	-Drafting Exercise 1	Scale Model	
Week Three	-Drafting Model Switch	-Basic Theater Vocabulary -Begin Brick Painting	MLK Day Jan 20
Week Four	-Brick Painting -Color Theory -Painting Quiz -Reading Set Plans	-Finish Brick painting -Begin Tray Construction	
Week Five	-Tray Construction	Tray Construction	

Week Six	-Finish Trays	-Resin -Begin Prop Unit	
Week Seven	-Food prop w/ spray foam -Props Quiz	-Invited Prop Master Presentation -Paint food prop	Pres Day Feb 17
Week Eight	-Costuming and Dressing Lecture and Quiz	-Begin Costume Unit -Sewing on a Button	
Week Nine	- Sewing Project -Run crew and backstage protocol	-Continue sewing project -Costumes and Dressing Quiz	
Week Ten	-Finish Sewing and Costume Unit Begin Sound Unit	-The production process - Foley Activity	Spring Break March 10-15
Week Eleven	-Sound design and tech Qlab	-Sound design -Sound Quiz -Introduce Final Project	March 17 Last Day to Audit
Week Twelve	-End Sound Unit -Begin Lighting Unit	-Practical Lighting -Introduce final project	

Week Thirteen	Kahoot on Stage Management -Final project work	Quiz on SM -Lighting Lecture -Introduce Lighting assignment	
Week Fourteen	-Practical Lighting Lecture and quiz	-In the light lab -Continue Projects	
Week Fifteen	Finish Lighting Unit -continue projects	Final Project Workday -Begin light lab appointments	
Week Sixteen	-Light Lab appointments	-Final Project Presentations	Last Day of Class April 22
	FINAL Exam:	10:00 Class Apr 28 9:00 1:15 Class Apr 30 1:00 2:30 Class Apr 28 1:00	

Required Course Syllabus Statements

Generative AI

AI Statement

AI programs are not a replacement for your human creativity, originality, and critical thinking. Writing, thinking, and researching are crafts that you must develop over time to develop your own individual voice. At the same time, you should learn how to use AI and in what instances AI can be helpful to you. The use of generative AI tools (e.g. ChatGPT, Google Bard, etc.) is permitted in this course for the following activities:

- Brainstorming and refining your ideas;
- Fine tuning your research questions;
- Finding information on your topic;
- Drafting an outline to organize your thoughts; and
- Checking grammar and style.

The use of generative AI tools is not permitted in this course for the following activities:

- Impersonating you in classroom contexts, such as by using the tool to compose discussion board prompts/responses assigned to you or content that you put into a Teams/Canvas chat.
- Completing group work that your group has assigned to you, unless it is mutually agreed upon that you may utilize the tool.
- Writing a draft of a writing assignment.
- Writing entire sentences, paragraphs or papers to complete class assignments.

You are responsible for the information you submit based on an AI query (for instance, that it does not violate intellectual property laws or contain misinformation or unethical content). Your use of AI tools must be properly documented and cited in order to stay within university policies on academic honesty.

AI statement from Hilary Hungerford. Adapted from Temple University statement on AI in classes

Using Remote Testing Software

This course does not use remote testing software.

This course uses remote testing software. Remote test-takers may choose their remote testing locations. Please note, however, that the testing software used for this may conduct a brief scan of remote test-takers' immediate surroundings, may require use of a webcam while taking an exam, may require the microphone be on while taking an exam, or may require other practices to confirm academic honesty. Test-takers therefore shall have no expectation of privacy in their test-taking location during, or immediately preceding, remote testing. If a student strongly objects to using test-taking software, the student should contact the instructor at the beginning of the semester to determine whether alternative testing arrangements are feasible. Alternatives are not guaranteed.

Required University Syllabus Statements

Accommodations/Students with Disabilities

Students needing accommodations due to a permanent or temporary disability, pregnancy or pregnancy-related conditions may contact UVU [Accessibility Services](#) at accessibilityservices@uvu.edu or 801-863-8747.

Accessibility Services is located on the Orem Campus in BA 110.

Deaf/Hard of Hearing students requesting ASL interpreters or transcribers can contact Accessibility Services to set up accommodations. Deaf/Hard of Hearing services can be contacted at DHHservices@uvu.edu

DHH is located on the Orem Campus in BA 112.

Academic Integrity

At Utah Valley University, faculty and students operate in an atmosphere of mutual trust. Maintaining an atmosphere of academic integrity allows for free exchange of ideas and enables all members of the community to achieve their highest potential. Our goal is to foster an intellectual atmosphere that produces scholars of integrity and imaginative thought. In all academic work, the ideas and contributions of others must be appropriately acknowledged and UVU students are expected to produce their own original academic work.

Faculty and students share the responsibility of ensuring the honesty and fairness of the intellectual environment at UVU. Students have a responsibility to promote academic integrity at the university by not participating in or facilitating others' participation in any act of academic dishonesty. As members of the academic community, students must become familiar with their [rights and responsibilities](#). In each course, they are responsible for knowing the requirements and restrictions regarding research and writing, assessments, collaborative work, the use of study aids, the appropriateness of assistance, and other issues. Likewise, instructors are responsible to clearly state expectations and model best practices.

Further information on what constitutes academic dishonesty is detailed in [UVU Policy 541: Student Code of Conduct](#).

Equity and Title IX

Utah Valley University does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, gender expression, age (40 and over), disability, veteran status, pregnancy, childbirth, or pregnancy-related conditions, citizenship, genetic information, or other basis protected by applicable law, including Title IX and 34 C.F.R. Part 106, in employment, treatment, admission, access to educational programs and activities, or other University benefits or services. Inquiries about nondiscrimination at UVU may be directed to the U.S. Department of Education's Office for Civil Rights or UVU's Title IX Coordinator at 801-863-7999 – TitleIX@uvu.edu – 800 W University Pkwy, Orem, 84058, Suite BA 203.

Religious Accommodation

UVU values and acknowledges the array of worldviews, faiths, and religions represented in our student body, and as such provides supportive accommodations for students. Religious belief or conscience broadly includes religious, non-religious, theistic, or non-theistic moral or ethical beliefs as well as participation in religious holidays, observances, or activities. Accommodations may include scheduling or due-date modifications or make-up assignments for missed class work.

To seek a religious accommodation, a student must provide written notice to the instructor and the Director of Accessibility Services at accessibilityservices@uvu.edu. If the accommodation relates to a scheduling conflict, the notice should include the date, time, and brief description of the difficulty posed by the conflict. Such requests should be made as soon as the student is aware of the prospective scheduling conflict.

While religious expression is welcome throughout campus, UVU also has a [specially dedicated space](#) for meditation, prayer, reflection, or other forms of religious expression.