



## Master Course Syllabus

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

---

**Semester:** Spring

**Year:** 2025

**Course Prefix:** THEA

**Course and Section #:** 457R 005

**Course Title:** Practical Design

**Credits:** 1

---

### ***Course Description***

Involves work on approved projects requiring sophisticated skills in scenic, lighting, costume, makeup, sound, projections, technical direction, and dramaturgy. I may include designs for UVU productions. Requires approval by appropriate theatre faculty. May be repeated for a maximum of three credits toward graduation. The senior project also requires approval.

---

### ***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:** La Beene, Richard Lorig, Graham Whipple, Shannon Hutchins, Crysta Lamb

---

### ***Student Learning Outcomes***

To guide students through the design process, production, and design meetings.

To practice what is taught in theatre design classes and provide students with practical experience in design and design presentation.

To prepare students to take on outside design jobs and experiences.

---

### ***Course Materials and Texts***

None

---

### ***Course Requirements***

#### **Course Assignments, Assessments, and Grading Policy**

This is a live class. You are expected to attend class in person unless held online to accommodate guest designers.

This class will also use **Canvas**. **You** can check your grades and find the syllabus and other course materials here.

### Assignments

**Meeting deadlines:** Shannon has set up an awesome deadline tracking sheet. Make sure you have access to this.

**Cooperation** with the shops, stage manager, and director: You are part of a team, and working with others is part of the job description. Treating one another respectfully and learning to discuss issues productively is part of the process. If you have questions about a specific deadline, ask your direct supervisor before the due date.

**Communication** with your mentor (see below) and your entire production team. Responding promptly (within a day) to rehearsal and production reports to THE WHOLE TEAM is good practice and lets everyone know that a particular question or issue was addressed. Cc'ing the entire team is essential because you never know when your issue will affect another area.

**Training an Assistant Designer** (as applicable): If you are assigned an assistant designer, you will be expected to show them the ropes and help prepare them for complete design. D ties will vary between areas, productions, and designers. Please be patient and remember that the primary focus here is not to have a minion but to train another designer.

**Faculty Mentor:** Every designer will meet regularly with their faculty mentor. The frequency and scheduling of these meetings are determined with the faculty mentor but should ALWAYS be scheduled for any presentation to the entire production team. Failure to meet or keep regular shop hours (as determined by your area and show needs) will also result in a lower grade. Please refer to the grading rubric in your meetings to understand how your production needs are met. If faculty feels that the production needs are not being met at any time, a meeting will be held with the entire BFA faculty team and students to discuss what is required.

**Handbook:** Students should read the UVU Design Handbook frequently to become familiar with its contents. If you have questions, please speak with your mentor. The Handbook is a work in progress, so please let me know if updates are needed.

### Exams

Each show will have a post-mortem scheduled, typically just after a show closes, but depending on the schedule, it could be just before it closes or several weeks after it closes. It will be in the same time slot as the design and production meetings are on the calendar. THIS IS YOUR FINAL. Failure to attend your final may result in a failed grade for an otherwise fantastic project. Be sure you can access the calendar and note when your post-mortem meeting is.

At this meeting, you will turn in:

Your **COMPLETED deadlines sheet**.

You will also schedule a last meeting with your mentor to discuss the project in more detail and how to improve your skills for the next project.

At this meeting, you will turn in:

Your self-assessment. Print, fill out, and BRING to your meeting. Failure to do this may also result in a failed grade. You must schedule this meeting within two weeks of the post-mortem or before the end of the semester (whichever comes first).

---

### Required or Recommended Reading Assignments

None

---

## General Description of the Subject Matter of Each Lecture or Discussion

Week 1	Production Meeting 1
Week 2	Production Meeting 2
Week 3	Production Meeting 3
Week 4	Production Meeting 4
Week 5	Production Meeting 5
Week 6	Production Meeting 6
Week 7	Production Meeting 7
Week 8	Production Meeting 8
Week 9	Production Meeting 9
Week 10	Production Meeting 10
Week 11	Production Meeting 11
Week 12	Production Meeting 12
Week 13	Production Meeting 13
Week 14	Production Meeting 14
Week 15	Production Meeting 15

---

## *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](mailto: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](mailto: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](mailto: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](mailto: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.