School of Humanities, Creative Industries & Social Sciences

CIND1301: Stagecraft

Newcastle City Precinct Semester 2
- 2023

The School of Humanities, Creative Industries and Social Sciences is committed to providing an inclusive environment in which all cultures are accorded respect and all students and staff are expected to act with honesty, fairness, trustworthiness and accountability in dealings with others.

The School recognises and respects the unique histories and cultures of Aboriginal and Torres Strait Islander peoples, their unbroken relationship with the lands and the waters of Australia over millennia, and the validity of Aboriginal ways of knowing. We are dedicated to reconciliation and to offering opportunities for Aboriginal and Torres Strait Islander peoples to access and succeed in higher education.

OVERVIEW

Course Description

This course introduces students to the fundamental skills of stage management for live performances, festivals or musical productions. Students will learn about the safe and efficient installation, operation and design of lighting, sound, actors/performers and projections. They will learn the basics of stage management for a range of public events and venues, and the role of the stage manager, lighting and sound designers and engineers.

Students will engage in practical and technical skill-based learning, learn strategies for time-management and practice collaboration and team-work during staged events.

Assumed Knowledge

Contact Hours

Lecture
Face to Face On Campus 1 hour(s) per Week for 10 Weeks starting in week 1

Tutorial
Face to Face On Campus 29 hour(s) per Term Full Term starting in week 1

Tutorials will be 2 hours per week from Weeks 1-10 For the final weeks of term, tutorials will be 3 hours per week from Weeks 11-13

Unit Weighting

10

Workload

Students are required to spend on average 120-140 hours of effort (contact and non-contact) including assessments per 10 unit course.

IMPORTANT: All students studying programs with the School of Creative Industries must complete the SOCI General Induction.
Additional specific course inductions to access equipment, studios and rooms each semester must also be completed, these can be found via the course Blackboard site.Completing these additional inductions will give the student access to different borrower/booking privileges with the associated equipment, studios and rooms.
Students will not be able to log on to the booking system and book any equipmentwithout completing these inductions.

HOW TO GUIDE
To gain access to any resource in the Booking System, students must first completethe
School of Creative Industries General Induction

CONTACTS

Course Coordinator   **Newcastle City Precinct**
Brian Joyce
 Brian.Joyce@newcastle.edu.au Consultation: by
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Teaching Staff   Other teaching staff will be advised on the course Canvas site.

School Office   **School of Humanities Creative Industries and Social Sciences**
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SYLLABUS

Course Content   **Topics will include:**

1. Creative thinking relevant to the staging and production of live events, performances, installations and concerts; Introduction to electrics and programming of light and sound,

2. Technical aspects of set up and operation of sound, lighting and projections for staged events,

3. Practical exercises in the collaborative processes supporting contemporary performances in a range of settings; Industry best practices, Work Health & Safety and Risk Analysis

Course Learning Outcomes

On successful completion of this course, students will be able to:

1. Work safely with appropriate tools, technologies and electrics;

2. Apply basic construction and programming techniques in light, sound and set design;

3. Describe the different roles of stage production teams;

4. Manage collaborative work-flows from concept design to build, run and strike;

5. Explain the stage manager's roles and responsibilities.

Course Materials

Set Text:
Carver, Rita Kogler. *Stagecraft fundamentals: a guide and reference for theatrical production*. Routledge, 2018.

Multi-Media Resource:
- Online viewings of performance will be made available on your Canvas course site.

Required Reading:
- Please see your Canvas course site for your required reading list and online links to the library course reserve,

SCHEDULE

Week	Week Begins	Topic	Learning Activity	Assessment Due
1	17 July	Introduction to Course: expectations and assessments. Definitions of terms. The Stage Space	Lecture on set topic Tutorial – Inductions to space and equipment, explore different stage designs and performance spaces. *Reading; Set Text -Stagecraft Fundamentals. Carver, R. Chs I & II*	
2	24 July	Scenery, Staging, Props and Costumes.	Lecture on set topic In Tutorial students will explore maintenance of scenery, staging, props and costumes. Setting a space. *Reading; Set Text -Stagecraft Fundamentals. Carver, R. Chs IX & X* *Technical Manuals as appropriate*	
3	31 July	Lighting	Lecture on set topic In Tutorial students will practically explore basic lighting principles and design, equipment and operations. *Reading; Set Text -Stagecraft Fundamentals. Carver, R. Chs XII* *Technical Manuals as appropriate*	
4	7 Aug	Sound	Lecture on set topic In Tutorial students will practically explore basic principles or sound, PA installation, equipment and operations in theatre space. *Reading; Set Text -Stagecraft Fundamentals. Carver, R. Chs XIII* *Technical Manuals as appropriate*	
5	14 Aug	Projection	Lecture on set topic In Tutorial students will practically explore Students will explore working with screen technologies. *Reading; Set Text -Stagecraft Fundamentals. Carver, R. Chs XVI & XVII* *Technical Manuals as appropriate*	
6	21 Aug	Scenography	Lecture on set topic In Tutorial students will practically explore principles of scenography and how different stage technologies and machineries interact within this.	Assessment Item 1 – Practical Demonstration.

7	28 Aug	Documentation	Lecture on set topic In Tutorial students will practically draw up a range of stage management documents including a call sheet for a production. *Reading; Ch14, Stage Management – The Essential Handbook. Pallin.* *Ch 9. Stage Management. Bond D*	
8	4 Sept	Managing a production	Lecture on set topic. In class assessment. In Tutorial students will lay out a production schedule. *Reading; Ch8, Stage Management – The Essential Handbook. Pallin.* *Ch 5&6. Stage Management. Bond D*	Practical Demonstration
9	11 Sept	Touring	Lecture on set topic In Tutorial students will practically learn documentation of a theatrical production for touring and create tech specs sheets for a touring production. *Reading; Set Text -Stagecraft Fundamentals. Carver, R. Ch XIX*	
10	18 Sept	The Industry – Codes, Regulations, WHAS	Lecture on set topic. *Reading; Set Text -Stagecraft Fundamentals. Carver, R. Ch XX* *Ch9, Stage Management – The Essential Handbook. Pallin.*	
		SEMESTER BREAK	SEMESTER BREAK	
11	9 Oct	Project management for assessment.	Group Project Supervision – preparing for assessment task	
12	16 Oct	Project management	Group Project Supervision – preparing for assessment task	
13	23 Oct	Project management	Group Project Supervision – preparing for assessment task	Group Performance
Examination Period				

ASSESSMENTS

This course has 3 assessments. Each assessment is described in more detail in the sections below.

	Assessment Name	Due Date	Involvement	Weighting	Learning Outcomes
1	Practical Demonstration - 30%	Monday, 11.59pm Week 8.	Individual	30%	1, 2
2	Log /Workbook - 30%	Friday, 11.59pm Week 13.	Individual	30%	1, 2, 3, 4, 5
3	Group Project - 40%	Week 13.	Group	40%	1, 3, 4

Late Submissions	The mark for an assessment item submitted after the designated time on the due date, without an approved extension of time, will be reduced by 10% of the possible maximum mark for that assessment item for each day or part day that the assessment item is late. Note: this applies equally to week and weekend days.

Assessment 1 - Practical Demonstration - 30%

Assessment Type	Practical Demonstration
Description	Student's will demonstrate their level/s of proficiency and skill in one of sound/audio, lighting or projection by designing, installing and operating a short (3minute) practical presentation performance.
Weighting	30%
Length	3-5 minutes
Due Date	Thursday Week 8.
Submission Method	In Class
Assessment Criteria	Assessment criteria for all assessments are available on your Canvas site.
Return Method	Not Returned
Feedback Provided	Online .

Assessment 2 - Journal - 30%

Assessment Type	Log /Workbook
Description	The maintenance of a weekly log or workbook of all technical and production information relevant to stage management and stagecraft as covered in the course. Through this assessment item students reflect upon and document the practical and theoretical content of the course, their engagement with the practical work of the course including any designs or worksheets created for practical exercises in tutorials, as well as their critical response to required readings.
Weighting	30%
Length	Each entry of min120/max250 words
Due Date	Friday, 11.59pm Week 13.
Submission Method	Online
Assessment Criteria	Assessment criteria for all assessments are available on your Canvas site.
Return Method	Logbook to be submitted as hard copy document
Feedback Provided	In class

Assessment 3 - Group Project - 40%

Assessment Type	Project
Description	Student groups will devise, collaborate and perform small performance presentations that showcase their technical and stagecraft skills and use of creative production techniques, as demonstrated in the course. Student groups will negotiate the group performance project for Week 13 with teaching staff.
Weighting	40%
Length	8-12 minutes
Due Date	Week 13.
Submission Method	Specific Location

The location of the group project assessment will be negotiated with teaching staff.

Assessment Criteria Assessment criteria for all assessments are available on your Canvas site.
Return Method Not Returned
Feedback Provided Online - .

ADDITIONAL INFORMATION

Grading Scheme

This course is graded as follows:

Range of Marks	Grade	Description
85-100	High Distinction (HD)	Outstanding standard indicating comprehensive knowledge and understanding of the relevant materials; demonstration of an outstanding level of academic achievement; mastery of skills*; and achievement of all assessment objectives.
75-84	Distinction (D)	Excellent standard indicating a very high level of knowledge and understanding of the relevant materials; demonstration of a very high level of academic ability; sound development of skills*; and achievement of all assessment objectives.
65-74	Credit (C)	Good standard indicating a high level of knowledge and understanding of the relevant materials; demonstration of a high level of academic achievement; reasonable development of skills*; and achievement of all learning outcomes.
50-64	Pass (P)	Satisfactory standard indicating an adequate knowledge and understanding of the relevant materials; demonstration of an adequate level of academic achievement; satisfactory development of skills*; and achievement of all learning outcomes.
0-49	Fail (FF)	Failure to satisfactorily achieve learning outcomes. If all compulsory course components are not completed the mark will be zero. A fail grade may also be awarded following disciplinary action.

*Skills are those identified for the purposes of assessment task(s).

Communication Methods   Communication methods used in this course include:
- Canvas Course Site: Students will receive communications via the posting of content or announcements on the Canvas course site.
- Email: Students will receive communications via their student email account.
- Face to Face: Communication will be provided via face to face meetings or supervision.

Course Evaluation   Each year feedback is sought from students and other stakeholders about the courses offered in the University for the purposes of identifying areas of excellence and potential improvement.
As a result of student feedback, the following changes have been made to this offering of the course:
- Timely return of assessment marking and comments. The development of assessment folders in your Canvas course site.

Oral Interviews   As part of the evaluation process of any assessment item in this course an oral examination may be conducted. The purpose of the oral examination is to verify the authorship of the material submitted in response to the assessment task. The oral examination will be conducted in accordance with the principles set out in the Oral Examination Guidelines. In cases where the oral examination reveals the assessment item may not be the student's own work the case will be dealt with under the Student Conduct Rule.

Academic Misconduct   All students are required to meet the academic integrity standards of the University. These standards reinforce the importance of integrity and honesty in an academic environment.
Academic Integrity policies apply to all students of the University in all modes of study and in

all locations. For the Student Academic Integrity Policy, refer to https://policies.newcastle.edu.au/document/view-current.php?id=35.

Adverse Circumstances

The University acknowledges the right of students to seek consideration for the impact of allowable adverse circumstances that may affect their performance in assessment item(s). Applications for special consideration due to adverse circumstances will be made using the online Adverse Circumstances system where:
1. the assessment item is a major assessment item; or
2. the assessment item is a minor assessment item and the Course Co-ordinator has specified in the Course Outline that students may apply the online Adverse Circumstances system;
3. you are requesting a change of placement; or
4. the course has a compulsory attendance requirement.
Before applying you must refer to the Adverse Circumstance Affecting Assessment Items Procedure available at:
https://policies.newcastle.edu.au/document/view-current.php?id=236

Important Policy Information

The 'HELP for Students' tab in UoNline contains important information that all students should be familiar with, including various systems, policies and procedures.

This course outline was approved by the Head of School. No alteration of this course outline is permitted without Head of School approval. If a change is approved, students will be notified and an amended course outline will be provided in the same manner as the original.