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### THTR 202.01: Stagecraft I - Costume Section

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## **Stage Craft - THTR 202-01 - Costume Section Fall 2017**

Professor: Sarah Fulford  
GTA: Jennifer Jones  
Office: PARTV 040  
Office Hours: M & W 9:30am - 11:00am  
Email: sarah.fulford@umontana.edu

Classroom: PARTV 040  
Credits: 3  
Class Days & Time: T-R, 9:00 am - 10:20 am  
Class Final: Thursday, Dec. 14th - 10:10am -12:10pm

**Contact:** Please contact me through the University email address provided above.

**Student Contact:** All correspondence will be conducted through your **University Email**. Students are responsible for checking their University email regularly. Any information that is missed as a result of not checking your University email is not the responsibility of the instructor.

This includes notification of any changes to class including cancellations. Additionally, if class is canceled a note will be posted on the door of the costume shop.

**Required Texts:** Required reading and supplementary information will be provided by the instructor as handouts.

**Required Materials:** Materials will be provided for all projects. Students will receive one printed copy of the provided materials on the first day of class. Students are expected to have these materials on hand at every class. If lost, students are responsible for replacing the materials on their own time and at their own expense. A digital copy of the materials will be available at all times via Moodle.

**Optional Texts:** Students who intend to pursue Costume Design are encouraged to purchase *The Costume Technicians Handbook* by Elizabeth Covey & Rosemary Ingham.

### **Course Description:**

This course will cover the basic concepts, vocabulary and practical skills essential to costume technology and provide theatre artists in every discipline a foundation of common language that will allow them to be more effective collaborative artists.

### **Course Objectives and Format:**

Unit 1 : Costume Shop Organization, Fibers & Fabrics - An overview of how costume shops are organized and what tools are commonly used. Additionally, an introduction to

how fibers and fabrics are produced and their common applications in the costuming field.

Unit 2: Hand Sewing - Covers basic hand sewing stitches commonly used in the industry and correct application of closures.

Unit 3: Introduction to Sewing Machines - Covers basic machine use and vocabulary as well as basic machine stitching techniques.

All students are expected to be in class on time. A great deal of helpful information beyond what is stated in the syllabus will be communicated by the instructor throughout the course. If you are not present to hear that information, you are missing out on an opportunity to learn something that could be beneficial to your long term career. Consequently, your presence and participation in class is expected.

Please do not attend class if you are ill or contagious. If you are absent due to illness, please inform the instructor as soon as possible. If you are absent due to illness it is your responsibility to ask your classmates what was covered that day. Students are expected to be responsible for their own education. Any effort made to make up for missed work must be made by the student in their own time.

Regular assessment of skills will happen through out the course. If students are absent for any in class assessment (such as quizzes) you will not be able to make it up.

There will be no extra credit for the costume unit of the class. Extra credit opportunities for the overall course are described in the general course syllabus.

**Cell Phones:** Cell phone use is not permitted during class. If cell phone use is observed, I will reserve the right to confiscate your phone for the duration of class. It will be returned to you after class. Repeat offenders (three times or more) will be considered absent and it will affect your final grade. If you choose to use your phone to take notes, please communicate this to the instructor.

**Grading & Assessment:**

**Attendance: 50%**

This is a participation based lab class. Attendance is mandatory. Failure to attend will negatively effect your final grade.

**Completion of Projects: 30%**

All projects assigned by the instructor must be completed by the assigned due date to receive credit for this class. Failure to complete any of the assigned projects will negatively affect your grade.

**Skills Assessment: 20%**

The purpose of this course is to provide students in every discipline with practical skills that are applicable in the professional industry. Although outstanding mastery of these

skills is not mandatory an active demonstration of learning IS mandatory. This will be assessed by the instructor based on your conduct in class and the quality of your work as well as in class assessment.

### **Instructor Expectations of Conduct:**

Under no circumstances will language or conduct that is racially offensive, homophobic or body shaming be permitted in this class. If any of this behavior is observed, you will immediately be asked to leave by the instructor.

Please respect the time and expertise of your instructor(s). Please conduct yourself in a respectful and professional manner. If you fail to do so you will be asked to leave by the instructor

Please respect the work of your fellow students. If you are in anyway actively disturbing other students and getting in the way of their education you will be asked to leave by the instructor.

### **Conversation & Productively**

As a lab class there will be opportunities to talk while working on projects. Students are expected to be proactive about their work and self-monitoring of their time. Please be aware of the volume and content of your conversations and if you are distracting your self and/or your peers. The instructor reserves the right to ask student to either work quietly or change the topic of conversation in order to facilitate a productive working environment.

### **Hygiene/Personal Care/Dress Code**

The costume shop at UM is a professional work place and consequently the expectations of conduct follow those of the industry. Please avoid wearing perfume or other strong scents. Please come to the costume shop appropriately dressed and bathed, just as you would to a job. This includes wearing clean clothes and shoes, wearing deodorant, brushing your teeth and regularly bathing. The costume shop is a confined space with very little ventilation and we need to be respectful of our peers and colleagues.

This applies to those using the costume shop as a classroom space, those using the space during lab time or for personal projects and for performers and technicians using the space for fittings.

If the instructor observes a persistent issue, the individual will be contacted privately.

If you have a cough or running nose please wash your hand regularly. Many of the tools used in the shop are for common use on a daily basis and a cold spreads quickly in this space. If the instructor observes a problem that puts other peoples health at risk you may be asked to either leave or take appropriate cautionary measures.

Please wear clothing that you can work in comfortably and appropriately. You may be asked to work on the floor, climb on the table, climb ladders etc. and clothing worn to class should

accommodate accordingly. For fittings or in class demonstrations every effort should be made to maintain generally socially expectable expectations of modesty. Again, the costume shop is a professional shop, please dress accordingly.

### **Academic Misconduct and the Student Conduct Code**

All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or disciplinary sanction by the University. All students need to be familiar with the Student Conduct Code. The Code is available for review online at [http://www.umt.edu/vpsa/policies/student\\_conduct.php](http://www.umt.edu/vpsa/policies/student_conduct.php).

All Theatre & Dance students must have an in-depth knowledge of the practices and procedures outlined in the School of Theatre & Dance *Student Handbook*. The *Handbook* is available online at <http://www.umt.edu/umarts/theatredance/About/handbook.php>.

There is inherent risk involved in many Theatre & Dance classes as they are very physical in nature. Please proceed through class, shop time, or rehearsal with caution. Always be mindful of your personal safety and the safety of others. Students participating in class/shop/rehearsal/performance do so at their own risk.

Due to safety considerations, at **no** point during a student's time spent in class or serving on a production (in any capacity) should non-enrolled persons be guests of that student **without my consent**. Presence of such unauthorized persons in a class, shop, or any backstage/off-stage area will negatively affect a student's grade.

### **Students with Special Needs**

*Students with disabilities may request reasonable modifications by contacting me. The University of Montana assures equal access to instruction through collaboration between students with disabilities, instructors, and Disability Services for Students (DSS). "Reasonable" means the University permits no fundamental alterations of academic standards or retroactive modifications. For more information, please consult <http://life.umt.edu/dss/>.*