

# Technical Theatre Production & Design for Costume, Make-up, & Hair Syllabus



**North Port High School**  
**Instructor: Ms. Henderson**

Website: [www.nphstheatre.net](http://www.nphstheatre.net)  
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## COURSE OVERVIEW

Students focus on learning the basic tools and procedures for designing and creating costumes, hair, and makeup with particular attention to technical knowledge of safety procedures and demonstrated safe operation of theatre equipment, tools, and raw materials. Students also learn the standard conventions of design presentation and documentation; the organizational structure of theatre production and creative work in a collaborative environment; and the resulting artistic improvement. Public performances may serve as a culmination of specific instructional goals. Students may be required to attend or participate in technical work, rehearsals, and/or performances beyond the school day to support, extend, and assess learning in the classroom.

## COURSE OBJECTIVES

The purpose of this course is to enable students to develop fundamental skills in the multiple elements of theatre as a collaborative art. Students will have exposure to the following:

- Costume design and creation
- Makeup design and creation
- Hair design and creation
- historical, cultural, and societal influences
- analysis of dramatic literature and performance aesthetics
- theatre safety
- theatre arts personnel and careers
- artistic etiquette and discipline
- portfolio development

## PRIDE

- \***Positivity:** Gossip and backstage “drama” can ruin the experience for all. Please leave your personal life at the stage door. Theatre is a collaborative art. Everyone has an important part to “play” in its success. Encourage and supporting one another is imperative.
- \***Respect:** People: Treat your fellow performers with respect. Do not tell others how to play their parts. Listen to your director. Critiques should be helpful not hurtful. Please take notes with open ego. No part makes you more or less important. Treat everyone like they matter, because they do. Places & Things: No food or drinks in PAC except clear water. Clean up behind yourself. Don’t touch props or other objects that may be around the stage. Don’t sit on the set.
- \* **Integrity:** Take responsibility for mistakes. Be proactive and seek help sooner rather than later. Communicate with your leaders in class, projects, and productions.
- \* **Discipline:** Acting requires focus. Be quiet during rehearsals. Be on time for class and rehearsals. Be prepared by having lines memorized and characters developed.
- \***Excellence:** Be consistent in your part. A solid production requires consistency. The last audience deserves as good as a performance as the first. Don’t horseplay backstage or ad lib on stage. Give your all so that you do your best.

# Technical Theatre Production & Design for Scenery and Props

## Syllabus



Thespian Troupe 6328  
NPBS

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### COURSE OVERVIEW

Students focus on learning the basic tools and procedures for designing and creating scenery and properties (props) with particular attention to technical knowledge of safety procedures and demonstrated safe operation of theatre equipment, tools, and raw materials. Students also learn the standard conventions of design presentation and documentation; the organizational structure of theatre production and creative work in a collaborative environment; through various self-assessment tools. Public performances may serve as a culmination of specific instructional goals. Students may be required to attend or participate in technical work, rehearsals, and/or performances beyond the school day to support, extend, and assess learning in the classroom.

### COURSE OBJECTIVES

The purpose of this course is to enable students to develop fundamental skills in the multiple elements of theatre as a collaborative art. Students will have exposure to the following:

- Costume design and creation
- Makeup design and creation
- Hair design and creation
- historical, cultural, and societal influences
- analysis of dramatic literature and performance aesthetics
- theatre safety
- theatre arts personnel and careers
- artistic etiquette and discipline
- portfolio development

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# Theatrical Direction & Stage Management 1

## Syllabus



Thespian Troupe 6328  
NPHS

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### COURSE OVERVIEW

Students learn how to select, organize, and mount formal and informal staged productions by means of exploring the leadership roles of director and stage manager. Students focus on the nature and responsibilities of the director and stage manager in relation to the entire production team; the effect of the director's concept on the overall production; vocabulary and principles of the various elements of play production; techniques used to create an effective theatre work; and basic knowledge and application of staging. Public performances may serve as a culmination of specific instructional goals. Students may be required to attend and/or participate in rehearsals and performances outside the school day to support, extend, and assess learning in the classroom.

### COURSE OBJECTIVES

The content should include, but not be limited to, the following:

- theatre terminology
- history of directing
- play analysis
- performance evaluation
- communication of acting terms and skills
- movement related to staging and production
- directing techniques
- career opportunities

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## EVALUATION

Students will be evaluated on the following:

### **a. PERFORMANCES/PROJECTS/CLASSWORK/HOMEWORK (40% Total Grade)**

All stage work is evaluated on your own personal achievements in areas of physical and vocal growth as well as character development. Students will work individually and in groups in the areas of pantomime, improvisation, script writing, scene work, monologues, play production, and research projects. Performance pieces require memorization. Students who choose to use a script for a performance that is expected to be memorized will have their project/performance grade reduced.

### **b. TESTS/QUIZZES/ASSESSMENTS(20% Total Grade)**

Students will have various assignments related to acting development, analysis, and general lessons. If a student is absent, it is their responsibility to check about makeup work.

### **c. PARTICIPATION POINTS (20% Total Grade)**

Students are awarded points daily for participation. Unexcused absences will result in a zero. Excused absences will be provided time to makeup work or excused from the grade.

### **e. EMPLOYABILITY (20% Total Grade)**

Students will receive 100 total points for employability at the beginning of each 9 weeks. Points will be deducted for unexcused absences (10 points) and unexcused tardy (1-9 points) and the breaking of safety rules, and other issues deemed to be employability such a not having materials like scripts. Absent days and tardies are only deducted if they are unexcused.

### **f. Mid-Term Exam (20% of Semester 1 Grade) and Final Exam (20% Final Grade)**

Letter grades will be awarded in keeping with the guide of Sarasota County Public Schools.

**A: 90 – 100% B: 80 – 89% C: 70 – 79% D: 60 – 69% F: 59% or below**

**\*\*Disclaimer: Due to the nature of the class, changes in the syllabus and/or schedule may be made at any time during the year.\*\***

## **EDUCATIONAL MATERIALS NEEDED**

1. spiral notebook
2. Pencil with eraser
3. A folder or binder
4. a highlighter

## **Rehearsal and Performance Wear and Make-up**

These items are not needed at very beginning of school year. But as we move into production work students may need to purchase things like stage makeup, character shoes, tights, dress shirt etc. We will assess these as we go.

**Please reach out to Ms. Henderson if the costs of participation in anything is difficult. We do have some resources for helping students participate in shows, festivals and other events.**

## Opportunities for Participation

As a member of the VPA Division of the Theatre Department, students are expected to participate in multiple theatrical opportunities in the year. Some are required for class and others are additional options to increase skills and be prepared for college and careers beyond high school. We encourage students to be involved as much as possible. Other opportunities may become available and students will be notified in class of these options.

### Showcase REQUIRED

*September 7, 2023*

Students will present their Individual Event pieces for adjudication.

Judges will determine which pieces may move forward to District/Regional Festival.

District/Regional and State Festivals are not required for students to attend because of cost. They are described in detail below.

### Saturday Tech Days REQUIRED

*Students help create the sets, costumes and props for the plays & musical.  
(must do 1 per semester and must complete 2 consecutive hours of work)*

*9:00am-2:00pm*

#### Semester

September 30<sup>th</sup>, 2023      October 7<sup>th</sup>, 2023      November 11<sup>th</sup>, 2023      December 9<sup>th</sup>, 2023

#### Semester 2

January 27<sup>th</sup>, 2024      February 10<sup>th</sup>, 2024      March 23<sup>rd</sup>, 2024

### Tech Performance Events REQUIRED

*(must do 1 per semester)*

You sign up for these on the bulletin board outside the tech booth.

Please note if an event is more than one day you are signing up to do all the days and must attend and participate in all the required days to get credit. You can also earn this credit by performing in a tech position for a full-length play or musical of the NPHS theatre department. You are expected to dress in all black long pants or skirt with leggings and black shirt with close toed shoes for safety.

### Fall Musical: Into the Woods NOT REQUIRED

Auditions: August 14<sup>th</sup>-17<sup>th</sup>, 2:30pm-5:00pm

Show & Tech Week is October 23<sup>rd</sup> to 29<sup>th</sup>, 2024

Go to [www.nphstheatre.net](http://www.nphstheatre.net) and click on Production Info for more audition information

### Theatre 1 & 2 Play

**Not Required but opportunities to be on Technical Crew**

*Tech and Performance Week: November 14<sup>th</sup>-19<sup>th</sup>, 2023*

### Theatre 3 & 4 Play

**Not Required but opportunities to be on Technical Crew**

*Tech and Performance Week: January 9<sup>th</sup>-14<sup>th</sup>, 2024*

### Spring Musical: TBA

**Not Required but opportunities to be on Technical Crew**

*Tech and Performance Week: March 28<sup>th</sup>, April 1<sup>st</sup>-7<sup>th</sup>, 2024*

*Tech Positions will be available.*

*See Ms. Henderson for more information*

**Florida State Thespians**  
**NOT REQUIRED**  
*District/Regional Festival*  
*State Festival: March 13<sup>th</sup>-16<sup>th</sup>, 2024*  
Individual Events/One Act

*What is District/Regional and State Thespian Festivals?*

For students it is an opportunity to perform for adjudication. They receive a scores ranging from Poor to Superior. They receive feedback on how to improve their piece and what they did well. Categories for adjudication are: Monologues, Duet Acting, Ensemble Acting, Solo Musical, Duet Musical, Small Group Musical, Large Group Musical, Choreography, Pantomime, Student Directed Scenes, Playwriting, Scene Design, Publicity Design, Makeup Design, Costume Design, Costume Construction and One Act. In addition, workshops are presented from industry professionals and college/university professors in a variety of topics including improvisation, stage combat, makeup application, acting techniques, dance styles, audition preparation etc. Students may also view one act performances at both district/regional and state levels and will watch main stage (full length) productions from top high schools around the state at state festival.

Showcase determines which IE pieces will be eligible to move on to district/regional festival. Showcase is required but due to cost district/regional festival is not. Even if a student's piece does not get moved forward to district/regional, we recommend they attend as an observer. They can gain a better understanding by watching IE pieces performed and participate in workshops. You must have performed at district/regional festival in order to attend state festival. Freshmen and sophomores must have scored at least an excellent in order to attend state.

**Florida Theatre Conference**  
**NOT REQUIRED**

*November 2<sup>nd</sup> to 4<sup>th</sup>, 2023*

Junior and Seniors are encouraged to attend this festival to audition for and meet with college/universities. Students go through an audition and then receive call backs from the colleges and universities in attendance. The next day they then attend a college/university fair to meet with the colleges and universities. The best thing is they will be talking with the professors who would teach them in these programs. I send students with questions they should ask to get to know the programs they are interested in. This is especially useful for Juniors who should begin to think about where they want to attend after high school. It also has many conservatory programs who attend and give call backs also. In addition, the professors and professionals offer workshops. There is also a One Act High School adjudication that we may participate in at times. This would involve those freshmen and sophomore students involved in the one act. These students would also participate in the workshops.

## Educational Materials for Class

**Script & Resource Library** Classroom libraries play a key role in providing access to media and promoting literacy and Arts appreciation; they have the potential to increase student motivation, engagement, and achievement and help students become critical thinkers, analytical readers, and informed citizens. We know that no one selection is right for every student, and classroom libraries offer ongoing opportunities to support students as individuals to find pieces that will ignite their love for learning, calm their fears, answer their questions, and improve their lives in any of the multiple ways that only literature can.

Attached is a database of the scripts and resource books available for student use in the classroom. Students will be doing monologues, scenes, and songs from various plays and musicals. By initialing below, I am allowing my student to use the script library for these assignments and for outside class auditions. If I do not sign for them to use the class script library, then my student will have to find material outside of class on their own. Any outside of class material, must be found at home under parental supervision. A copy must then be sent to Ms. Henderson with a parent signature or emailed from the parent to Ms. Henderson. If the scene is with another student, then Ms. Henderson will send it to that parent for approval. If Ms. Henderson finds the material unacceptable for the classroom, then your student will have to start the process over again. Any materials students find online must be approved by Ms. Henderson and all parents with students involved. Students not allowed to utilize the script library will also leave the room when performances are happening. In addition, texts from a resource library to further their understanding of theatre arts and career planning is available and those are also listed in the database sheets.

**Textbooks:** We do not use a textbook for any theatre arts classes. Materials are sourced on an individual unit basis covering everything from acting techniques, acting styles, theatre terminology, theatre production steps, theatre careers, theatre history, world theatre, theatre design etc. The above texts will be viewed and read in depth with a focus on the text as a theatrical production and as a reflection of the time period they were written in.

**Videos:** Various video selections covering plays, musicals, theatre careers, theatre history, and production design from professional and collegiate companies will also be shown. This class does not ever show R rated films or materials.

**Guest Artist:** North Port High School is a Magnet Arts School and will from time to time have special guest teachers in the classroom via zoom or in person. These artists have met all requirements by the Sarasota County School Board to work with our students. Guest will range from College and Conservatory School Professors, professionals in both the performance and technical side of theatre as well as community teachers and directors. These enrichment opportunities are very special opportunities for our students who are part of our Magnet Program.

**Technology resources- Schoology** will be used in class and at home to communicate and submit student lessons. **Flipgrid education video app** will be used by students for video assignment submissions to teacher. At [www.nphstheatre.net](http://www.nphstheatre.net) students and parents can locate helpful theatre links, production information, and other resources and information. Students and parents can always email me with questions or concerns.

Student name (print) \_\_\_\_\_

**Student Signature Form**

I am aware of requirements for this course and take it as my responsibility to complete them. If I do not understand any of the requirements for this course, I will ask Miss Henderson for further explanation. I am excited to be in Acting and have chosen this class because I have an interest in theatre production. I will make choices that are responsible and respectful to my fellow performers and be a positive energy in class. I will push myself creatively and use my imagination actively

\_\_\_\_\_  
Student Signature

**Parent Signature and Information Form**

Parent/Guardian Name (print) \_\_\_\_\_

Circle            Mother            Father            Other Guardian

Phone number \_\_\_\_\_ Home or Work

Phone number \_\_\_\_\_ Home or Work

Email \_\_\_\_\_

I prefer to be contacted through            home phone            work phone            email

Please initial one of the two below options.

\_\_\_\_\_ 1. I have read thorough my child's Acting Syllabus, and I understand that this course requires my child to participate in class performances and to memorize materials for acting. I am also aware of how my child will be grade and what the general material requirements are for this course. I also approve of the scripts selected for the whole class to read.

\_\_\_\_\_ 2. I have read thorough my child's Acting Syllabus, and I understand that this course requires my child to participate in class performances and to memorize materials for acting. I am also aware of how my child will be grade and what the general material requirements are for this course. I do not approve of the scripts selected for the whole class to read. I will purchase/acquire an alternate play for my child to read and analyze. I understand they may be sent to an alternate location to do so.

Please initial one of the two below options.

\_\_\_\_\_ Yes, I approve for my student to utilize the class script and resource library.

\_\_\_\_\_ No, I do not approve for my student to utilize the class script and resource library. I will help them find suitable scenes, monologues, songs and other performance materials. I understand anything chosen must be approved by the teachers and other parents of any student involved. I also understand that my student will have to leave the room when other students perform materials from the script library or from other sources I have not approved.



## Theatre Privileges Contract

The North Port Performing Arts Center has many areas that are utilized by students in the Comprehensive Theatre and Stagecraft classes. During class time, students will use the lower level house area of the theatre for their meeting space. All other areas should be used by students with permission only. These include: the stage, lobby, shop, second level house/lobby, dressing rooms, tech booth, theatre office, catwalks, fly system, pit etc.

Parents need to be aware that students enrolled in Theatre Arts classes (comprehensive theatre and stagecraft) may be using power tools such as cordless drills, various saws, pneumatic nail guns as well as working with paints and adhesive products. Students are instructed on safety precautions and provided with safety glasses and breathing masks. Below is a list of the theatre safety rules. If the rules and/or safety precautions are broken the school will not be held responsible. Students who break rules and do not follow instructions may find their shop privileges suspended and/or referred to the administration for discipline.

**The following should be considered as guidelines for working in the Theatre Shop areas. They have been written and are enforced for your safety, and as such should be followed at all times. If you have any questions regarding the safe operation of any tool or method of construction, please feel free to ask Miss Henderson, Mr. Oliver or Mr. McKelvy. You are responsible to know and understand all of the following:**

1. All persons working in the shops shall be properly attired. Close toed shoes must be worn to provide sufficient sole and toe protection. Also, long hair is to be tied back to avoid any chance of getting it caught in moving machinery. Dangling necklaces or large rings, long loose scarves or loose sleeves should not be worn in the shop as they may become entangled in moving machinery.
2. The Scene Shop is an eye protection area. In general, when operating any power tool, safety glasses are to be worn.
3. Every attempt should be made to keep your work area clean and organized. This means periodically sweeping up excessive waste and returning unnecessary tools to their proper places.
4. Any time that you have a problem with any tool or machine, bring it to the attention of the teacher so they may assist you. Never attempt to repair or adjust any machines. If a machine or tool is accidentally damaged, bring it to the attention of the Teacher. Please do not try to hide or cover up any damages.
5. Before operating any power tools, make sure all allen wrenches, chuck keys or other foreign materials are clear of the machine's work area.
6. Always make sure that all power tools are turned off and the electrical power disconnected before leaving the machine. Never leave an unattended machine running, even for "one second".
7. Always unplug or disconnect from power all power tools before changing blades, bits, or attachments.
8. IF YOU DON'T KNOW - ASK! There is no such thing as a dumb question, only dumb mistakes and injuries.
9. Students shall not use equipment which they have not been properly trained to operate.
10. Horseplay of any kind is not permitted and will result in a reduction or suspension of shop privileges.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Print

\_\_\_\_\_  
Student Signature

*Lena Henderson*  
Teacher Signature