

UNIVERSITY OF WINNIPEG DEPARTMENT OF THEATRE AND FILM

THFM-2803-002 (3 credit hours)  
**LIGHTING AND SOUND IN PRODUCTION**  
Course Outline

Winter, 2017/18  
Tu/Th 2:30-5:15 p.m.  
Room 2C14 & Lab 0T09  
First Class will meet in 0T09 on Thu Jan 4

Instructor: Tim Babcock Office: 3T12  
Phone: 786-9455  
E-Mail: t.babcock@uwinnipeg.ca  
Office Hours: Tu/Th 9:30-11:00 a.m.

**PREREQUISITE or CO-REQUISITE:** NONE, although THFM-1001 or THFM-1002 are recommended.

The objective of this course is to offer an introduction to technical production concentrating on lighting and an introduction to sound for theatre and film through lectures, projects, and practical work. Emphasis will be on providing basic concepts applicable to both theatre and media.

Lab sessions will offer the student the opportunity of applying the principles acquired from lectures to hands-on projects and production work related to the departmental public exercises. In addition, in order to develop a broad experience in theatre, the student will be provided the opportunity to participate in department activities beyond these supervised sessions.

**TEXTS**            *Scene Design and Stage Lighting* by R. Craig Wolf and Dick Block

In addition the following books and periodicals can be valuable supplementary library references:

1. *Theatrical Design and Production* by J. Michael Gillette; McGraw Hill.
2. *Scene Technology* by Richard L. Arnold; Prentice Hall, Inc., Englewood Cliffs, New Jersey.
3. *Scene Design, Stage Lighting, Sound, Costumes and Make-up* by W. P. Bellman; Harper and Row
4. *Scenery for the Theatre* by H. Burris-Meyer and B. C. Cole; Little Brown and Company
5. *Stage Scenery, Its Construction and Rigging* by A. S. Gillette and J. M. Gillette; Harper and Row
6. *Backstage Handbook*, by Paul Carter Broadway Press, Louisville, Kentucky
7. *Theatre Crafts International*, a monthly periodical available in the library.

Students will be expected to have a 3-ring binder and a pencil for every session. An imperial measure (Architect's) scale rule will also be required for some labs.

Finally, the purchase of season tickets to the Royal Manitoba Theatre Centre (Mainstage) is suggested. Our program includes the study of theatrical facilities for which we will be using RMTTC and its facilities as teaching examples. It is important that you observe the techniques used as a member of the audience

**EVALUATION**            Work not submitted will be graded as 0%.

3 tests evenly distributed over the Term (Electricity, Lighting, Sound : 3x10%).....	30%
Lighting labs for the 2nd quarter production .....	30%
Class participation.....	10%
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Term Work and Tests.....	70%
Final Exam .....	30%
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<b>TOTAL</b>	<b>100%</b>

**POLICY ON LATE ASSIGNMENTS:**

All project work and papers must be submitted on time. Late assignments will **NOT** be accepted and will be graded as zero unless prior arrangements have been made with the instructor.

**CRITERIA FOR GRADING PARTICIPATION**

The criteria the instructor considers in assigning participation marks includes the following points:

- **Preparation:** Was the student prepared? Were they on time, having completed assignments/readings?
- **Quality and nature of the participant's contributions and interactions with others:**
  - Were the student's contributions or questions relevant? Did they promote debate?
  - Did the student respect others, listen well, and respond to others' input?
  - Did the student demonstrate productivity in labs and/or offer help to others?
- **Negatives:** Did the student create distractions, seek attention or appear inattentive during lectures? Did he/she engage in facebooking, texting, emailing, idle conversation and the like.
- **Attendance:** Students should note that missing class sessions will limit their opportunities to participate and demonstrate positive interactions. This will negatively affect the participation mark.

**CONVERSION SCALE** The following conversion table will be used for calculation of the final grade:

A+	90 – 100%	GPA	4.5	C+	65 – 69.9%	GPA	2.5
A	85 – 89.9%	GPA	4.25	C	60 – 64.9%	GPA	2.0
A-	80 – 84.9%	GPA	4.0	D	50 – 59.9%	GPA	1.0
B+	75 – 79.9%	GPA	3.5	F	below 50%	GPA	0
B	70 – 74.9%	GPA	3.0				

**MINIMUM WORKLOAD**

Lectures and Labs: 5.5 hrs/week plus  
Research/Readings: 1.0 hrs/week (estimated as a guideline)

In addition to the above, assignments and the production-related lab work may be estimated at not less than 20 hours for the term. This work is variable and will be dependent upon individual production schedules. The student will be advised of schedule details as they become available but should expect that such work will likely involve some evening and weekend time.

Students will be expected to have a 3-ring binder, a pencil, a geometry set, a 16ft. standard (Imperial) tape measure, and an Imperial measure (Architect's) scale ruler for every session.

**TENTATIVE SCHEDULE**

More detailed references to lecture schedule and readings, and activities will be posted on the departmental web site under Student Resources <http://theatre.uwinnipeg.ca/student.htm> and available through Nexus.

**Lighting and Sound Unit**  
**(Production Labs listed below are NOT optional unless noted)**

<b><u>Term 2 Dates</u></b>	<b><u>Activity / Event</u></b>
Tue, Jan 30	Electricity Test
Thu, Mar 1	Lighting Test
Sun, Mar 25	Hang Lights for Show (at the Gas Station Theatre)
Mon-Tue Mar 26-27	Focus Lights for Show (at the GST)
Wed-Mon, Mar 28-Apr 2	Supplementary Lighting Calls (variable times. must attend 2 of 4)
Thu, Apr 5	Sound Test
Sat, Apr 7	Strike Lights after performance (at the GST)
Thu, Apr 12	Final Exam

**LAB DRESS REQUIREMENTS**

A clean pair of sneakers or soft-soled shoes are recommended for work in lighting labs. High heeled-shoes, pumps, jewellery, and excessively baggy clothing are not permitted in the shop or in lighting labs.

**ACCESSIBILITY STATEMENT** This class involves physical, cognitive, and/or vocal demands. Those with challenges in these areas must seek departmental guidance PRIOR to registration: 204-786-9955 or [theatre@uwinnipeg.ca](mailto:theatre@uwinnipeg.ca).

### **ACCESSIBILITY SERVICES**

Life happens to everyone. If you are experiencing a crisis in your life, or if you have a physical or mental health issue, communicate with your Professor or Accessibility Services let us know so we can provide support or direct you to those who can. The earlier we know, the earlier we can discuss what resources might be available. Students with documented disabilities, or temporary or chronic medical conditions requiring academic accommodations for tests/exams/presentations (e.g., private space or more time) or during lectures/labs (e.g., note-takers) are encouraged to contact Accessibility Services (AS) at: 204-786-9771 or [accessibilityservices@uwinnipeg.ca](mailto:accessibilityservices@uwinnipeg.ca) to discuss appropriate options. All information about a student's disability or medical condition remains confidential.

<http://www.uwinnipeg.ca/accessibility>

### **"THE REAL THING" LECTURE SERIES**

The Department of Theatre and Film is presenting a series of six lectures which will be held on Wednesdays (except where noted) during the free period (12:30-13:20) in Theatre 1T15. Please note the dates in your diary **NOW**: Wed Sep 20, Wed Oct 18, Wed Nov 1, Wed Jan 17, Wed Feb 28, Wed Mar 14. This series will feature speakers from a range of areas in the performing arts: technical, performance, design, management, film, directing, playwriting, etc. These speakers will specifically address issues related to "the business of the business."

Attendance for potential Theatre majors and for Film majors is optional but highly recommended.

### **BUILDING SECURITY**

The Asper Centre for Theatre and Film (home to the Department of Theatre and Film) is open from 8:00 am and 5:30 pm weekdays only. Students are permitted to be in the building between 8:00 am and 10:00 pm seven days per week (except statutory holidays when the University is closed) **BUT PLEASE NOTE**: outside of regular building hours, it is **MANDATORY** that everyone in the building **EITHER** carry an access card **OR** have a booking confirmation form in their possession (hard copy or electronic). **ALL EVENING STUDENTS in the building for classes MUST have an access card.** If a Security Guard checks and you do not have proper accreditation, **you may be evicted.**

These rules are in place to protect our students and our equipment; please respect them.

### **ELECTRONIC COURSE OUTLINE ADDENDA**

Students must check our website at <http://theatre.uwinnipeg.ca/tbooking.htm> and read the menu items called *Fire Safety Instructions in the Asper Centre for Theatre and Film*, *Access Card/Building Use Policy* **AND** *Room Booking Instructions*. The link to the electronic *Online Room Booking Form* is also found at this location. Please read and note all instructions carefully.

### **GENERAL NOTES**

This course outline should be considered a guideline only. Time constraints and other unforeseen factors may require that some topics be omitted or covered in less detail than indicated.

Archival records such as videotapes, sound recordings, and photographs may be made or taken during class or lab times. The University uses such materials primarily for archival, promotional, and teaching purposes. Promotional use may include display at open houses or conferences, or use in advertising, publicity, or brochures. In reading and accepting the terms in this course outline, students acknowledge consent for such

use by the University. Should a student not wish to convey such consent, s/he should withdraw from this course immediately.

Cellular phones **MUST** be turned off during classes and examinations; texting is **NOT** permitted in class.

Any student attending a test or final examination may be required to present proof of identity; photo identification is preferred.

It is the student's responsibility to retain a photocopy or computer disk copy of **ALL** assignments submitted for grading; in the event of loss or theft, a duplicate copy is required.

Students with documented disabilities, temporary or chronic medical conditions requiring academic accommodations for tests/exams (e.g., private space) or during lectures/laboratories (e.g., note-takers) are encouraged to contact Accessibility Services (AS) at 204-786-9771 or <http://www.uwinnipeg.ca/accessibility> to discuss appropriate options. All information about a student's disability or medical condition remains confidential.

Students are strongly advised to read the section of the *University of Winnipeg Calendar* (found on-line at <http://uwinnipeg.ca/new-faculty-handbook/appeals-and-academic-misconduct.html>) for information on Academic Misconduct including plagiarism, and Appeals.

Students facing a charge of academic or non-academic misconduct may choose to contact the University of Winnipeg Student's Association (UWSA) where a student advocate will be available to answer any questions about the process, help with building a case, and ensure students have access to support. For more information or to schedule an appointment, visit our website at <http://www.theuwsa.ca/academic-advocacy> or call 204-786-9780.

We ask that you please be respectful of the needs of classmates and instructors/professors by avoiding the use of unnecessary scented products while attending lectures. Exposure to scented products can trigger serious health reactions in persons with asthma, allergies, migraines or chemical sensitivities. Please consider using unscented necessary products and avoiding unnecessary products that are scented (e.g. perfume).

Students who plan to conduct research interviews, focus groups, surveys, or any other method of collecting data from any person, even a family member, must obtain the approval of the appropriate ethics committee before commencing data collection. Exceptions are research activities in class as a learning exercise. See <http://www.uwinnipeg.ca/research/human-ethics.html> for submission requirements and deadlines.

All students, faculty and staff have the right to participate, learn and work in an environment that is free of harassment and discrimination. The UW Respectful Working and Learning Environment Policy may be found online at [www.uwinnipeg.ca/respect](http://www.uwinnipeg.ca/respect).

Students may choose not to attend classes or write examinations on holy days of their religion, but they must notify their instructors at least two weeks in advance. Instructors will then provide opportunity for students to make up work examinations without penalty. A list of religious holidays can be found at <http://uwinnipeg.ca/academics/calendar/docs/important-notes.pdf>

**Friday, Mar 14** is the final date to withdraw without academic penalty from courses which begin in January and end in April (Winter 2017/18 Term).

## **STUDENT PARTICIPATION POLICY**

Theatre is a communal art form in which a number of interdependent artists and crafts people co-operate to create a work of art. This fact is necessarily transferred to the learning situation, and is reflected in many of the Department's courses. Consequently, it is the Department's policy that students are required to: complete homework such as reading, line-learning, script analysis, prop lists, design drawings, etc.; attend classes;

attend rehearsals both within and outside of class times; and, in short, to exhibit commitment towards the inevitably shared endeavours of our field of study.

Any student failing to fulfil these requirements is harmful to the progress of dedicated students and may, after due warning, be asked to withdraw from any individual Departmental course.

**COURSE CONTENT NOTE**     All Theatre and Film Classes

Dramatic Literature depicts a wide variety of human action, both elevated and base, public and private, physical and psychological, sexual and non-sexual, etc. The Department of Theatre and Film will not undertake to censor the subject matter of dramatic works.

Students who have concerns about dealing with the full range of content and style in drama/film are urged to discuss these concerns with the course instructor.