

**THTR 131A Introduction to Advanced Theatrical
Production for BFA Students**

Units: 2.0

Term: Fall 2019

Day: Thursday

Lecture Time: 8:00AM-9:50AM

Lecture location: PED 114E

Lab time: Fridays 2:00-4:50PM

Lab Locations: SDA Shops & Theaters

Crew assignments – dates and times: TBD

Instructors:

Duncan Mahoney: Head of Technical Direction

Office: TTL 102

Office Hours: by appointment

Contact: dmahoney@usc.edu 213-743-1968

Scott Faris: Head of Stage Management

Office: JEF 202

Office Hours: by appointment

Contact: scottfar@usc.edu (917) 825-2739

Text

Philip G. Allen, Associate Professor of Sound Design

Office: BIT 2

Office Hours: by appointment

Contact: philipga@usc.edu 303-618-4688

Course Description

Introduction to the non-performance areas of theatrical production (administrative, design, and technical fields) through hands-on participation in USC School of Dramatic Arts productions. Through lectures and related projects, the course will also provide an overview of the design process in the areas of Scenic, Lighting, Costume and Sound Design, as well as in the role of the Stage Manager in a production. Material will be geared for the BFA & BA with emphasis in Production students.

Learning Objectives

Learn the basics of stage crew and shop operations through lectures, readings, research, hands-on projects, and practical experience. Apply the creative process of areas of theatrical design and production through labs and in-class projects.

Each THTR 131 student will participate in a variety of production practicum sessions during the two semesters of the class.

Prerequisite(s): None

Co-Requisite (s): None

Concurrent Enrollment: None

Recommended Preparation: Acquire the reading materials and familiarize yourself with them.

Course Notes:

Lecture review sheets will be made available on Blackboard for certain lectures.

Supplementary reading materials may be posted on Blackboard for particular lectures.

Most quizzes and exams will be available only on blackboard, bring an appropriate device to lecture or the exam period to access them

Communication

Students will use their USC email addresses for all communications. It may be possible for SLACK to be used as a channel for this project. There will be weekly production meetings in addition to the meeting times of the class.

USC Technology Support Links

[Zoom information for students](#)

[Blackboard help for students](#)

[Software available to USC Campus](#)

Classroom norms

- Please present yourself professionally, i.e. dressed properly, sitting up.
- Turn your phone on silent and leave it face down on the table or out of sight.

Sharing of course materials outside of the learning environment

USC has a policy that prohibits sharing of any synchronous and asynchronous course content outside of the learning environment.

SCampus Section 11.12(B)

Distribution or use of notes or recordings based on university classes or lectures without the express permission of the instructor for purposes other than individual or group study is a violation of the USC Student Conduct Code. This includes, but is not limited to, providing materials for distribution by services publishing class notes. This restriction on unauthorized use also applies to all information, which had been distributed to students or in any way had been displayed for use in relationship to the class, whether obtained in class, via email, on the Internet or via any other media. (SeeSection C.1 Class Notes Policy).

Covid Updates

Continuously updated requirements for the latest COVID-19 testing and health protocol requirements for USC can be found on the [USC COVID-19 Resource Center](#).

Required Readings and Supplementary Materials

- (Gillette) Seventh Edition - Theatrical Design and Production, An Introduction to Scenic Design and Construction, Lighting, Sound, Costume, and Makeup by J. Michael Gillette
- Stage Management Basics, 1st Edition, by Emily Roth, Jonathan Allender-Zivic & Katy McGlaughlin, Routledge/Focal Press
- (BH) Backstage Handbook, Paul Carter, Broadway Press;

Description and Assessment of Assignments

Class Meetings: All students will attend Thursday morning lectures headed by Production and Design Faculty. Students **must** attend every weekly lecture. The two semesters will be divided into five week segments covering all areas of theatrical production. There will be lectures about every production element employed in the theater. **Quizzes will be given every class to assess understanding of the material covered in the reading and previous lecture.** Makeup Quizzes will not be allowed.

THTR 131A Labs as scheduled in the syllabus will take place in TTL, Costume Shop and SDA Theaters as assigned. **All lab sessions are critical to attend as they will cover safety topics and effective use of equipment in each of the shops/theatres. Training in each production area will only be offered on that particular Friday. If you miss your regular lab session you need contact the head of the appropriate production lab and schedule another session at their convenience to complete your training.**

Crew Practicum Assignment: Upon completion of your Dossier [THTR 131a Dossier](#), you will be assigned to a crew on one of the SDA Fall productions. You will report to the stage manager, who will make specific assignments, supervise you, evaluate your work, and make grading recommendations.

Grading Criteria:

Grading is based on satisfactory completion of both the academic and practical requirements of the course. The grades in each area will be added together for the final letter grade, which is awarded based on the following percentages (A>94%>A->90%>B+>87%>B>84%>B->80%>C+>77%>C>74%>C->70%>D+>67%>D>64%>D->60%>F)

Academic requirements – 40%

Assignment	Points	% of Grade
Quizzes	100 each	25

Final Exam	150	15
Totals	40	40

Grades for quizzes and exams are based on the percentage of questions answered correctly.

The quizzes will be graded by each segment's professor. If you have specific questions about your grade, please consult first with the professor who gave you the exam.

Academic assessment:

- Quizzes will be given at the beginning of the class.
- There will be no “make-up” quizzes or exams
- Required reading is due on the listed date: always bring your books to class for reference during discussions. There will be a quiz on the reading for that week or on the content covered in the previous week’s lecture.
- Turn off all cell phones during class sessions unless you are actively using it to take a quiz or exam.
- If you have more than one device (phone or computer) on during examinations, or if you have any additional website open other than the Blackboard exam, you will be asked to leave the room and you will fail that exam.

Final Exam:

The Final Exam will be administered on Tues 12/14/2021 at 4:30-6:30pm which is the Mandatory Final Exam Meeting Time.

Please note that per University policy, the instructors are unable to schedule an alternative time for you to take the exam. If you have questions you can contact the USC Testing office at 213-740-7166. Please note it is your responsibility to contact the testing office if you have multiple exams on one day in advance to ensure you can take your final exam.

Running Crew Assignment Requirements – 35%

Assignment	Points	% of Grade
Crew member on time?	10	10
Took Initiative in tasks?	10	10
Positive attitude toward SM/Designer/Director/Cast?	10	10
Devoted 100% attention	5	5
TOTAL	35	35

- Points will be subtracted for lateness without a call to the SM
- Points will be subtracted for not attending.

- If you are ill or injured and cannot attend a rehearsal or performance inform your stage manager ASAP. A doctor's note will be required for verification. Depending on the duration of the illness you may need to complete another crew assignment.

If you are removed from a crew or the shop due to poor behavior, or if you do not complete your crew assignment, you will fail the course. The assessment of the performance of assigned tasks is based on your being there to perform those tasks at all scheduled rehearsals and performances. Absence from an entire rehearsal or performance will severely impact grading of the practicum portion of the class.

- The use of any device to photograph or capture any portion of the rehearsal process is strictly prohibited with the exception of that which will facilitate production work as determined by the appropriate faculty.
- Phones should be silenced when backstage.
- When you are engaged in the crew assignment, the crew assignment must be given top priority. This means that you should not be talking on your phone or texting or watching media on any your devices when your attentions are needed to execute presets or cues.

Proper attire is required for tech & dress rehearsals and performances. Long-sleeved black shirts, long black pants, dark socks and **sturdy closed toe and heel shoes** will be required for your dress rehearsals and performances. **Sturdy closed toe and heel shoes** should be worn and long hair should be pinned or tied back when you are in the theatre.

Crew Assignment Schedule: You will attend the following times for your scheduled show. You will get more specific information from the stage manager of your show but the general schedule for all assignments except ASM is as follows:

Wednesday (1 wk before opening)	6:00PM-10:00PM Meet and Greet
Thursday	6:00PM-10:00PM Tech (Proper crew attire req.)
Friday	6:00PM-10:00PM Tech (Proper crew attire req.)
Saturday	10:00AM-6:00PM Tech (Proper crew attire req.)
Sunday	10:00AM-6:00PM Tech (Proper crew attire req.)
Monday	6:00-11:00PM Dress Rehearsal (Proper crew attire req.)
Tuesday	6:00-11:00PM Dress Rehearsal (Proper crew attire req.)
Wednesday	6:00-11:00PM Final/Photo Dress (Proper crew attire req.)
Thursday (opening)	6:00PM Call for 7:00PM Perf. (Proper crew attire req.)
Friday	6:00PM Call for 7:00PM Perf. (Proper crew attire req.)
Saturday	1:00PM Call for 2:30PM Perf. (Proper crew attire req.) 6:30PM Call for 8:00PM Perf. (Proper crew attire req.)
Sunday	1:00PM Call for 2:30PM Perf. (Proper crew attire req.) 5:00PM -10PM Strike

Shop Lab Requirements - 25%

Assignment	Points	% of Grade
Attended all Training Labs	15	15
Lab practical exam	10	10
TOTAL	25	25

Lab Etiquette: Intentionally unsafe work practices and other such “horseplay” can result in serious injury to yourself and others. Such activities will not be tolerated and will be addressed by a penalty ranging from a reduction in the assigned grade to removal from the class. If you cause injury to another person through an intentional act, you may also be liable for criminal and civil penalties.

Proper attire is required for lab sessions. Safety glasses (ANSI Z87.1+) **must** be on at all times when power tools are in use, hearing protection should be used for noisy jobs, and dust masks are available for dusty jobs. **Sturdy closed toe and heel shoes and long pants/skirt must be worn.** Natural fiber clothing should be worn, and long hair **must** be pinned or tied back. Lab assignments may involve paint, grease, and dust. **Do not wear clothes you want to keep clean and unstained.** You may wish to bring work clothes to change into.

Lab Session Scheduling: Lab work will be from 10-12:50 am on Friday. Don’t schedule yourself for any other events during this time. **Read the syllabus and check Blackboard to see where each lab is scheduled. Any last minute changes will be announced on Blackboard.** Make sure you write your name legibly on the sign-in sheet.

EDI @SDA: Professional Development/Mandatory EDI Training

Wednesday, September 15, 2021

As part of our EDI initiatives and call to action, some workshops will be offered to faculty and staff and to students. Competencies that will be included: Anti-Racism (Faculty/Staff) and Equity Mindedness (Faculty/Staff), and then Theater Intimacy & Building Cultures of Consent (Students, Faculty/Staff). More details will follow. NOTE: All SDA classes will be cancelled to support involvement in this effort.

Course Schedule: A Weekly Breakdown

Week 1 **Duncan Mahoney, Head of Technical Direction – Intro to Scenic production**

8/26/21 **Topics for Week 1:** Class structure, shop safety, hand and measuring tools, basic power tools, NFPA diamond signs

Reading before your lab:

The syllabus. (Gillette) Theatrical Design and Production: pp. 188-209, 236, BH 1-46; “Safety is Specific” on BlackBoard

Assignment: Contact your family scheduler for things you need to do. Complete your Dossier online [THTR 131a Dossier](#), by Wednesday, Sept. 1, 2021

Crew assignments will be posted on Friday, September 10, 2021 by 5:00PM. Check the Crew Folder in Blackboard for Posted Crew List. It is **mandatory** that you check Blackboard and inquire if you do not find your name on the crew list. If your name does not appear on the Crew list, there is a problem

Lab: The first of five shop training labs begins Friday in TTL with Tool Training:

- Learn how to operate portable and stationary wood working power tools
- Learn how to operate portable and stationary metal working power tools
- Learn where hand and power tools are kept in the TTL

Attendance at the Company Meeting in the BING THEATRE on Monday, 8/30/21 at 5pm is mandatory (barring class conflicts).

Week 2 **Duncan Mahoney, Head of Technical Direction – Scenic production II**
9/2/21 **Topics for Week 2:** power tools, fasteners: nails, staples, screws, & bolts

Quiz on Week 1 Topics

Reading for today: (Gillette) Theatrical Design and Production: review pp.188-209; Read 221-234. Recommended: BH 49-83

Lab: The second of five shop training labs is Friday in the Bing Theatre:

- The Basics of focusing lighting instruments: ellipsoidal, Fresnel
- DMX and Basic Programming of the Ion Board
- Introduction to the Clearcom System
- How to work the Fly Rail
- Safe use of the personnel lifts

Week 3 **Scott Faris, Head of Stage Management – Lecture 1**
9/9/21 **Quiz on Week 2 Topics**

Topics for Week 3:

- Welcome to 131A
- The world of SDA

- Theatres
- Staff
- ISPs — time management in your first year
- DPS for emergencies
- Your journey as Stage Managers, TD's & Designers — what's ahead
- What does a stage manager do?

Reading for next week:

Stage Management Basics by Roth, Allender-Zivic & McGlaughlin

- Chapter 1, pp. 3 – 6 The Psychology of Stage Managing
- Chapter 2, pp. 7 – 17 Preliminary Steps
- Chapter 3, pp. 19 – 29 The Theatre
- Chapter 4, pp. 31 - 33 Safety

Lab: The third of five shop training labs is Friday in the Costume Shop:

- Learning how to operate an iron and steamer
- Basics of buttons, snaps, hems, general stitching
- Identifying washable fabrics from Dry Cleaning fabrics
- How to operate the washing machine and dryer
- **Practicum:** Crew Assignments will be posted on Friday, September 13, 2019 by 5:00PM. It is **mandatory** that you check the Crew list and bring it to Els Collins' attention if your name does not appear.

Assignment: Meet Stage Managers for Fall Shows

Next week, the SDA Stage Managers will meet with crew members in THTR 130 who are assigned to *all Fall Productions*. If you are doing a crew assignment in this semester, you are expected to attend **Tuesday, September 14, 2021 at 9:35AM in GFS 106** to meet your SMs. The Stage Managers will review:

1. The Tech Schedule including Meet and Greet, Tech, 10 out of 12s, Costume Crew Schedules, Dress Rehearsals and Performances.
2. Expectations of crew members – attire, behavior, checking in and out with SMs, what each area may be asked to do; i.e., mopping, dimmer check, sound check, props preset, laundry and mandatory participation in strike.
3. SMs will ask crew to sign off on the correct spelling of names for the programs and will get contact phones, emails. **Put your SM's phone number into your phone!**

Week 4 **Scott Faris, Head of Stage Management – Lecture 2**
9/16/21 **Quiz on Week 3 Topics**

Topics for Week 4:

- Questions re; psychology of SM'ing:
- Preliminary steps
- The Theatre
- Types of theaters
- Hierarchy in theatre
- Essential terminology
- Safety in theatre
- Communication

Reading for next week:

TDP 227-228, 286-315, Chemical Safety handout on BB.
Recommended: BH 132-140.

Lab: The fourth of five shop training labs is Friday in the Massman Theatre

- Basic Sound System information
- How to turn on the Sound Computer – basic information on QLab
- Basic information on the Massman Lighting system
- Safe ladder usage
- Troubleshooting and repair of lighting equipment

**Week 5
9/23/21**

**Duncan Mahoney, Head of Technical Direction – Scenic production III
Topics: Paint, glue and chemical safety**

Reading for today: TDP 227-228, 286-315, Chemical Safety handout on BB.
Recommended: BH 132-140.

Quiz on Week 4 Topics

Lab: The fifth of five shop training labs in the TTL:

- Scenic Painting overview
- Mixing paint, storing paint
- Cleaning brushes and rollers
- When is a mask recommended? Required?
- Masking and Painting straight lines
- Highlights/Shadow or texture effects

Practicum:

THE WOLVES – McCLINTOCK THEATRE

Meet and Greet: Wed., 9/22/21 6-10PM

THE WOLVES – McCLINTOCK THEATRE

Tech: Thur., 9/23/21 6-10PM

Fri., 9/24/21 6-10PM

Sat. 9/25/21 10AM-6PM

Sun., 9/26/21 10AM-6PM

**Week 6
9/30/21**

Duncan Mahoney, Head of Technical Direction – Scenic production IV

Topics: Rigging

Reading for today: TDP. 59-68, 229-235. Recommended: BH 84-107

Reading before Lab: TDP. 209-221, Recommended: BH 120-130

Quiz on Week 5 Topics

Lab: This lab will be held in TTL and cover Lumber as a material:

- How to differentiate hardwoods and soft woods
- Types of common dimensional lumber used in theater
- Types of sheetstock used in theater

Practicum:

THE WOLVES – McCLINTOCK THEATRE

Dress Rehs: Mon., 9/27/21 6:00-11:00PM;

Tues., 9/28/21 6:00-11:00PM;

Wed., 9/28/21 6:00-11:00PM PHOTOS

THE WOLVES – McCLINTOCK THEATRE

Perfs: Thurs., 9/30/21, 7:30PM

Fri. 10/1/21, 7:30PM

Sat. 10/2/21 2:30 & 8:00PM

Sun. 10/3/21 2:30PM

****followed by mandatory strike**

THE NORMAL HEART – SCENE DOCK THEATRE

Meet and Greet: Wed., 9/29/21, 6-10PM

Tech: Thurs., 9/30/21, 6-10PM

Fri., 10/1/21, 10AM-6PM

Sat., 10/2/21, 10AM-6PM
Sun., 10/3/19 10AM-6PM

BODY OF FAITH – BING THEATRE

Meet and Greet: Wed., 9/29/21, 6-10PM
Tech: Thurs., 9/30/21, 6-10PM
Fri., 10/1/21, 10AM-6PM
Sat., 10/2/21, 10AM-6PM
Sun., 10/3/19 10AM-6PM

Reading for Stage Management lecture #3 next week:

Stage Management Basics by Roth, Allender-Zivic & McGlaughlin

- Chapter 5, pp. 35 – 37 Auditions
- Chapter 6, pp. 38 – 52 Preproduction
- Chapter 8, pp. 59 -- 74 Rehearsals

Week 7 Scott Faris, Head of Stage Management – Lecture 3

10/7/21 Cumulative Quiz on the Shop Practices Unit

Review reading:

Topics for Week 7: Auditions, Pre-production & Rehearsal

- Pre-production
- Casting protocols at SDA
- Reading the script — production analysis
- First rehearsals: what do I need?
- Rehearsals continue

Reading for next week: Stage Management Basics by Roth, Allender-Zivic & McGlaughlin (Routledge/Focal Press)

- Chapter 10, pp. 79 – 87 Prior to Tech
- Chapter 11, pp. 89 – 91 Tech Rehearsals
- Chapter 12, pp. 93 – 95 Dress Rehearsals

Reading before Lab: TDP 237-246, BH 111-120

Lab: This lab will be held in TTL and cover metal as a material:

- Types of metal in common use in theater
- How metal is sized and sold

- The difference between tube and pipe
- Methods and hardware used to join metal

Practicum:

THE NORMAL HEART BFA JR BING

Dress Rehs: Mon., 10/4/21, 6-11PM
 Tues., 10/5/21, 6-11PM
 Wed., 10/6/21, 6-11PM PHOTOS

Perfs: Thurs., 10/7/21, 7:30PM
 Fri. 10/8/21, 7:30PM
 Sat. 10/9/21, 2:30 & 8:00PM
 **followed by mandatory strike

BODY OF FAITH – BING THEATRE

Dress Rehs: Mon., 10/4/21, 6-11PM
 Tues., 10/5/21, 6-11PM
 Wed., 10/6/21, 6-11PM PHOTOS

Perfs: Thurs., 10/7/21, 7:30PM
 Fri. 10/8/21, 7:30PM
 Sat. 10/9/21, 2:30 & 8:00PM
 Sun. 10/10/21, 2:30PM
 **followed by mandatory strike

****Call times are at least 90 minutes before curtain times.**

Week 8 **Fall Recess: No Lecture, No Lab**
10/14/21

Week 9 **Scott Faris, Head of Stage Management – Lecture 4**
10/21/21

Quiz on SM lectures and reading from Week 7 Topics

Topics for Week 9:

Review reading:

How to be an good ASM:

- Preparation for tech rehearsal
- Tech rehearsal period
- Dress rehearsals
- Support your SM

Lab: This week's lab will be held in TBA and cover Stage Management topics

- Stage Management skills
- Headset technique
- Theatre safety

Practicum:

SPRING AWAKENING – McCLINTOCK THEATRE

Meet and Greet: Wed., 10/20/21, 6-10PM
Tech: Thurs., 10/21/21, 6-10PM
Fri., 10/22/21, 6-10PM
Sat., 10/23/21, 10AM-7PM
Sun., 10/24/21, 10AM-7PM

Week 10 Philip G. Allen, Assoc. Professor of Sound Design Lecture 1

10/28/21 Topics: Nuts and Bolts of Sound - in MCC 110

- What is Sound Design?
- Sound Reinforcement – plays vs. Musicals
- Design considerations – how to match sound design with the visual areas?
- Nature of sound – frequency, intensity, decibels (show the math), hertz
- Basic Acoustics – timbre, phase

Reading for today: (Gillette) Theatrical Design and Production
Chapter 21, pp. 523-539 Sound Design and Technology

Reading before lab: TDP 284-285, 338-344, BH 141-149

Lab: This week's lab will be held in TTL and cover other materials used in scenic and properties construction

- Types of foam in use in theater
- Flame retardancy concerns for foam and fabric
- Types of plastic in use in theater
- Common types of fabric in use in theater

Practicum:

SPRING AWAKENING – McCLINTOCK THEATRE

Dress Rehs: Mon., 10/25/21, 6-11PM
Tues., 10/26/21, 6-11PM
Wed., 10/27/21, 6-11PM PHOTOS
Perfs: Thurs., 10/28/21, 7:30PM
Fri. 10/29/21, 7:30PM

Sat. 10/30/21, 2:30 & 8:00PM
Sun. 10/31/21, 2:30PM
**followed by mandatory strike

****Call times are at least 90 minutes before curtain times**

MISS JULIE – BING THEATRE

Meet and Greet: Wed., 10/27/21, 6-10PM
Tech: Thurs., 10/28/21, 6-10PM
Fri., 10/29/21, 6-10PM
Sat., 10/30/21, 10AM-6PM
Sun., 10/31/21, 10AM-6PM

Week 11 Philip G. Allen, Assoc. Professor of Sound Design Lecture 2

11/4/21 Topics: More Nuts and Bolts of Sound - in MCC 110

- Basic sound system components and definition of each item: Microphone, Mixer, signal processing, amplifier, loudspeaker
- Recording and Playback Equipment – Live Recording, Prerecorded sources, Mixdown
- Broad intro to Pro Tools and Digital Audio Workstations
- Playback Software; Q-Lab
- Midi, Digital vs. Analogue sources and storage media
- Microphone types
- Speaker types

Reading for today: (Gillette) Theatrical Design and Production
Chapter 21, pp. 539-545 Sound Design and Technology

Lab: This weeks lab will be held in BIT and cover really cool sound stuff

- Cool sound topics TBD by PGA

Practicum:

MISS JULIE – BING THEATRE

Dress Rehs: Mon., 11/1/21, 6-11PM
Tues., 11/2/21, 6-11PM
Wed., 11/3/21, 6-11PM PHOTOS
Perfs: Thurs., 11/4/21, 7:30PM
Fri. 11/5/21, 7:30PM
Sat. 11/6/21, 2:30 & 8:00PM
Sun. 11/7/21, 2:30PM
**followed by mandatory strike.

****Call times are at least 90 minutes before curtain times**

STUPID F##KING BIRD – SCENE DOCK THEATRE

Meet and Greet Wed., 11/3/21, 6-10PM
 Thurs., 11/4/21, 6-10PM
Tech Fri., 11/5/21, 6-10PM
 Sat. 11/6/21, 10AM-6PM
 Sun., 11/7/21, 10AM-6PM

Week 12 Philip G. Allen, Assoc. Professor of Sound Design, Lecture 3

11/11/21 Topics for Week 3: Sound Design Arc- in MCC 110

- Commitment, Analysis, Research, Incubation, Selection, Implementation, Evaluation
- Design Timeline for sound
- Research techniques for Sound Designers
- Best practices for sharing cues with Directors and Designers
- Roles in Sound Design: Designer, Production Sound Engineer, A2, Assistant Designer
- The SDA Design Criteria & Timeline

Reading for today: (Gillette) Theatrical Design and Production
Chapter 21, pp. 546-551 Sound Design and Technology

Reading: (Gillette) Theatrical Design and Production
Ch. 2, The Design Process, pp. 22-36

**Lab: This weeks lab will be held in TTL and will feature a lab practical exam
Attendance is mandatory**

Practicum:

EVERYBODY – McCLINTOCK THEATRE

Meet and Greet: Wed., 11/10/21, 6-10PM
 Thurs., 11/11/21, 6-10PM
Tech: Fri., 11/12/21, 6-10PM
 Sat. 11/13/21, 10AM-6PM
 Sun., 11/14/21, 10AM-6PM

STUPID F##KING BIRD – SCENE DOCK THEATRE

Dress Rehs: Mon. 11/8/21, 6-11PM
 Tues., 11/9/21, 6-11PM
 Wed., 11/10/21, 6-11PM PHOTOS

Week 15 Philip G. Allen, Assoc. Professor of Sound Design Lecture V

12/2/21 Topics: Design Considerations; Musicals 2 - in MCC 110

- Sound Design for Musicals Pt. 2

Cumulative Journal on the Sound Design Unit weeks 1-5 Due by Friday 5pm

Lab: This week's lab will be held in the costume shop

- Complete a sewing project

Final Examination Date: FALL SEMESTER FINAL is Tuesday 12/14/21 at 4:30-6:30pm

Final will cover material in the reading, material covered in lectures and labs, and practical knowledge gained in the course of your crew assignment.

SDA PRODUCTIONS, ISPS, AND EXTRACURRICULAR ACTIVITIES

SDA productions, ISPs and Extracurricular Activities* will not excuse you from any class work. There will be no exceptions made for absences in class, missed or delayed assignments, homework or lack of class participation resulting from your involvement in any of the above. Your grade will reflect your work in this class, independent from work in any other class or activity.

*Activities that have been officially sanctioned by the larger university (such as marching band, song girls, or varsity sports) are exempt. You must submit official documentation to your professor regarding your participation in an event prior to your absence.

Statement on Academic Conduct and Support Systems

Academic Conduct:

Plagiarism – presenting someone else's ideas as your own, either verbatim or recast in your own words – is a serious academic offense with serious consequences. Please familiarize yourself with the discussion of plagiarism in *SCampus* in Part B, Section 11, "Behavior Violating University Standards" policy.usc.edu/scampus-part-b. Other forms of academic dishonesty are equally unacceptable. See additional information in *SCampus* and university policies on scientific misconduct, <http://policy.usc.edu/scientific-misconduct>.

Statement for Students with Disabilities

Any student requesting academic accommodations based on a disability is required to register with Office of Student Accessibility Services (OSAS) each semester. A letter of verification for approved accommodations can be obtained from OSAS. Please be sure the letter is delivered to me (or to TA) as early in the semester as possible. OSAS is located in GFS 120 and is open 8:30 a.m.–5:00 p.m., Monday through Friday. Website for OSAS and contact information: (213) 740-0776 (Phone), (213) 814-4618 (Video Phone), (213) 740-8216 (FAX) ability@usc.edu.

Emergency Preparedness/Course Continuity in a Crisis

In case of a declared emergency if travel to campus is not feasible, USC executive leadership will announce an electronic way for instructors to teach students in their residence halls or homes using a combination of Blackboard, teleconferencing, and other technologies. See the university's site on Campus Safety and Emergency Preparedness.

Health and Participation in Class

You are expected to complete your Trojan Check screener daily and, as your instructor, I may ask you to show your daily screening in class. Your health and safety, and the health and safety of your peers, are my top priorities. If you are experiencing any symptoms of COVID-19, or if you discover that you have been in close contact with others who have symptoms or who have tested positive, you must follow the instructions on Trojan Check. My hope is that if you are feeling ill or if you have been exposed to someone with the virus, you will stay home to protect others. I will ensure that you can continue to participate in class remotely so that your education is not disrupted.

To reduce the spread of COVID-19, USC requires that face coverings (masks) be worn indoors including in classrooms. Face coverings must cover your nose and mouth and be worn throughout the class session. A mask with a valve is not considered an adequate face covering and should not be used, as it can expel exhaled air, increasing the risk to others. Eating or drinking during class is prohibited because of the risk posed by removing your mask for these activities. Failure to comply with these requirements will result in your being asked to leave the classroom immediately. Requests for accommodations related to the face covering and eating/drinking policies should be directed to the Office for Student Accessibility Services (<https://osas.usc.edu/>).

SDA Student Support & Reporting Form:

To facilitate a supportive environment of accountability, SDA has created an internal system of reporting for students to address issues/concerns and to offer feedback or suggestions for improvement. This mechanism provides a pathway for reporting and offering feedback without fear of retaliation or judgment. Any submission filed through this form will be reviewed and processed accordingly through SDA Office of Equity, Diversity, and Inclusion.

To file a report, please visit: <https://bit.ly/SDAstudentreporting>

Support Systems:

Counseling and Mental Health - (213) 740-9355 – 24/7 on call
studenthealth.usc.edu/counseling

Free and confidential mental health treatment for students, including short-term psychotherapy, group counseling, stress fitness workshops, and crisis intervention.

National Suicide Prevention Lifeline - 1 (800) 273-8255 – 24/7 on call
suicidepreventionlifeline.org

Free and confidential emotional support to people in suicidal crisis or emotional distress 24 hours a day, 7 days a week.

Relationship and Sexual Violence Prevention Services (RSVP) - (213) 740-9355(WELL), press "0" after hours – 24/7 on call
studenthealth.usc.edu/sexual-assault

Free and confidential therapy services, workshops, and training for situations related to gender-based harm.

Office of Equity and Diversity (OED) - (213) 740-5086 | Title IX – (213) 821-8298
equity.usc.edu, titleix.usc.edu

Information about how to get help or help someone affected by harassment or discrimination, rights of protected classes, reporting options, and additional resources for students, faculty, staff, visitors, and applicants.

Reporting Incidents of Bias or Harassment - (213) 740-5086 or (213) 821-8298

usc-advocate.symplicity.com/care_report

Avenue to report incidents of bias, hate crimes, and microaggressions to the Office of Equity and Diversity | Title IX for appropriate investigation, supportive measures, and response.

The Office of Student Accessibility Services - (213) 740-0776

<https://osas.usc.edu>

Support and accommodations for students with disabilities. Services include assistance in providing readers/notetakers/interpreters, special accommodations for test taking needs, assistance with architectural barriers, assistive technology, and support for individual needs.

USC Campus Support and Intervention - (213) 821-4710

campussupport.usc.edu

Assists students and families in resolving complex personal, financial, and academic issues adversely affecting their success as a student.

Diversity at USC - (213) 740-2101

diversity.usc.edu

Information on events, programs and training, the Provost's Diversity and Inclusion Council, Diversity Liaisons for each academic school, chronology, participation, and various resources for students.

USC Emergency - UPC: (213) 740-4321, HSC: (323) 442-1000 – 24/7 on call

dps.usc.edu, emergency.usc.edu

Emergency assistance and avenue to report a crime. Latest updates regarding safety, including ways in which instruction will be continued if an officially declared emergency makes travel to campus infeasible.

USC Department of Public Safety - UPC: (213) 740-6000, HSC: (323) 442-120 – 24/7 on call

dps.usc.edu

Non-emergency assistance or information.