**TH 262 – Stage Management 1**

**FALL 2014**

**Class Time:** Friday **-** 8:00am – 11:00am / Final Exam TBD

**Location:** Room #240

**Instructor:** Hally Albers

**E-mail:** [hallyalbers@hotmail.com](mailto:hallyalbers@hotmail.com)

**Cell#:** 303-946-4373

**Office Hours:** By Appointment

**Catalog Description:**

Duties and responsibilities of stage managers. Communication, rehearsal, performance techniques. Conceptual approaches to theatre.

**Pre-Requisite:**

TH 151

**Required Text**:

Stage Manager’s Toolkit: Templates and Communication Technique to Guide Your Theatre Production From First…. – By Laurie Kineman (April 2013).

**Course Description**:

The goal of this course is to provide a general introduction into the basics of Stage Management.

**Course Objectives**:

\*Prep work required for a production

\*Communication among the various departments involved w/a production

\*Participation in rehearsals and performances

\*Paperwork required for a production

**Course Type:**

Face-to-Face Classroom Instruction

**Assessment Components**:

All in-class assignments are due on time with no exceptions. You will not be allowed to make up exercises. Written assignments will be marked down a full letter grade for each 24-hour day they are late.

**Grading Breakdown:**

Journal Entries (10%)

Prep Work (10%)

Stage Management in Rehearsals / Performances (25%)

Paperwork assigned by the Stage Manager (25%)

Finalize all paperwork at the end of a production (15%)

Script / Score (15%)

**Journal Entries:**

Throughout the semester there will be journal entries established by the Stage Management staff (SM or ASM) for prep work, duties assigned to perform in rehearsal / performances, paperwork assignments, and keeping up-to-date script’s / scores and observation of Stage Management, for other productions.

**Notebooks:**

At the end of the semester, students will be required to turn in their journal with entries and a 3-Ring Binder with all assignments, scripts / scores, and paperwork neatly organized. There will be a midterm check in so the instructor and student can discuss the content and layout of the journal and notebook. As with anything else, students may check with instructor any time with questions or feedback