TA 028: INTRODUCTION TO STAGE MANAGEMENT

Originator
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Justification / Rationale
COD GE Worksheet added

Effective Term
Spring 2023

Credit Status
Credit - Degree Applicable

Subject
TA - Theatre Arts

Course Number
028

Full Course Title
Introduction to Stage Management

Short Title
STAGE MANAGEMENT

Discipline

Disciplines List
Theater Arts
Stagecraft

Modality
Face-to-Face

Catalog Description
This course explores the artistic and organizational techniques and practices required of Stage Managers for Theatre, Film, Television, and Live Events. Topics covered include production preparation, safety, rehearsal documentation styles, execution, and calling of shows. The course also addresses the necessary collaborations and relationships with other artists and staff.

Schedule Description
This course explores the artistic and organizational techniques and practices required of Stage Managers for Theatre, Film, Television, and Live Events. Prerequisite: TA 001 - Concurrent enrollment with the prerequisite is acceptable with the instructor's approval.

Lecture Units
3
Lecture Semester Hours
54

In-class Hours
54

Out-of-class Hours
108

Total Course Units
3
Total Semester Hours
162

Prerequisite Course(s)
Prerequisite: TA 001 Concurrent enrollment with prerequisite is acceptable with the instructor's approval.

Required Text and Other Instructional Materials

Resource Type
Book

Open Educational Resource
No

Author
Stern, Lawrence

Title
Stage Management

Edition
12th

Publisher
Routledge

Year
2021

College Level
Yes

ISBN #
9780367647896

Class Size Maximum
16

Entrance Skills
Ability to articulate the differences between Comedy, Drama, Musical Theatre, Readers Theatre and other types of theatrical presentations.

Requisite Course Objectives
TA 001-Identify the basic elements of drama.

Entrance Skills
Ability to describe how different types of theatre translate to physical production.

Requisite Course Objectives
TA 001-Identify the types and characteristics of plays and how they formulate into theatre presentation.

Entrance Skills
Ability to describe the differences in theatrical performing spaces including, Proscenium Stage, Thrust Stage, Arena Stage, Environmental Theatre and their specific architectural differences.

Requisite Course Objectives
TA 001-Identify structures of theatre spaces.

Entrance Skills
Displays a clear understanding of the historical timeline of the progression of theatre performance, performance spaces, theatrical periods, and artists from primitive cultures to the present.

Requisite Course Objectives

TA 001-Trace the historical development of the theatre.

Entrance Skills

Displays a clear understanding of the various artists involved in the creation of a theatrical performance, including their titles, their position in a traditional theatrical organizational chart, and their position responsibilities.

Requisite Course Objectives

TA 001-Identify the contributions of each artist to the total production.

Entrance Skills

Ability to articulate the various ways theatre can educate and expand the understanding of ideas to various audiences.

Requisite Course Objectives

TA 001-Display a philosophical awareness of theatrical arts.

Course Content

1. The art of Stage Managing: Making things run smoothly
2. Knowing the play and understanding it
3. Scheduling
4. Company rules
5. Getting acquainted with your theater
6. Expediting auditions
7. Budgeting
8. Rehearsal procedures
9. Blocking and cue notation
10. Department management
11. Property management
12. Running the show
13. Closing and/or moving a show
14. Touring a show
15. Working with unions

Course Objectives

	Objectives
Objective 1	Explain the organizational aspects of managing a live performance through the development of production paperwork and communication tools necessary for a performance.
Objective 2	Explain the artistic aspects of managing a live performance through the development of production paperwork and communication tools necessary for a performance.
Objective 3	Apply methods and terminology to communicate effectively with artists and technicians in the performing arts.
Objective 4	Construct and assemble a prompt book and all related paperwork for an assigned script.
Objective 5	Develop and maintain production calendars, cast lists, rehearsal schedules, company rules, and other related production paperwork necessary for production.

Student Learning Outcomes

	Upon satisfactory completion of this course, students will be able to:
Outcome 1	Employ methods of Stage Managing a production from early script analysis, through rehearsals to closing duties.
Outcome 2	Demonstrate computer software proficiency in order to help organize and disseminate information for a live production.
Outcome 3	Demonstrate interpersonal communication skills necessary to work with a wide range of personality types and backgrounds, with strength, sensitivity, and understanding.

Methods of Instruction

Method	Please provide a description or examples of how each instructional method will be used in this course.
Discussion	Students will engage in whole-class and group discussions about the Stage Management process and other pertinent topics.
Demonstration, Repetition/Practice	Students will demonstrate an understanding of the Stage Management process through the development of schedules, prompt books, and online communication skills.
Lecture	Instructors will lecture on the history of Stage Management and Production as a practical tool for the development and design of a production.
Participation	Students will apply skills, learned in lecture and demonstration, toward the practical installation of functional and creative tools and techniques used in Stage Management and Production.

Methods of Evaluation

Method	Please provide a description or examples of how each evaluation method will be used in this course.	Type of Assignment
Critiques	Students will participate in critiques of their classmates' work, following a guided protocol that encourages active reflection and dialogue. (20% of critiques will be completed out of class; 80% in class)	In and Out of Class
Student participation/contribution	Students will participate actively and appropriately in class discussions, exercises, and projects. (50% of student participation in discussions, exercises, and projects will take place out of class; 50% in class)	In and Out of Class
Presentations/student demonstration observations	Students will prepare and deliver presentations, individually and/or in groups, on relevant course concepts. (50% of presentations and student demonstrations will be prepared and delivered out of class; 50% in class)	In and Out of Class
Term or research papers	Students will write at least one academic research paper that demonstrates an understanding of research, documentation, and synthesis. (80% of the work toward academic research papers will take place out of class; 20% in class)	In and Out of Class
Mid-term and final evaluations	Students will complete midterm and/or final assessments on course concepts. These assessments may be short-answer responses, multiple-choice questions, and portfolio assessments. (50% of midterm and final assessments will be completed out of class; 50% in class)	In and Out of Class
Portfolios	Students will compile a portfolio of design and construction assignments, and then will produce a visual portfolio that reflects on their learning. (80% of work toward a portfolio will be completed out of class; 20% in class)	In and Out of Class

Assignments

Other In-class Assignments

In-Class Assignments are project-based, will be started in class, and will generally require additional time outside of class for completion.

1. Text analysis and historical research for stage management.
2. Create a Prompt Book using industry-specific techniques and tools for Stage Management.
3. Working as a team member in the Production Meeting.
4. Working with various software tools to generate Stage Management Paperwork.

5. Blocking Notation techniques.
6. Working with Directors and Actors in the Rehearsal Process.
7. Running a Technical Rehearsal.
8. Calling cues for a live production.
9. Maintaining the continuity of a production during a run.
10. Closing and wrapping up a production.

Other Out-of-class Assignments
Out-of-Class Assignments are project-based and will generally require 3-6 hours per week.
1. Text analysis and historical research for stage management.
2. Create a Prompt Book using industry-specific techniques and tools for Stage Management.
3. Closing and wrapping up a production.

Grade Methods
Letter Grade Only

Comparable Transfer Course Information
University System
CSU
Campus
CSU Fullerton

Course Number
THTR 350
Course Title
Stage Management

Catalog Year
2021-2022

COD GE
C3 - Arts, Humanities, and Culture

MIS Course Data

CIP Code
50.0502 - Technical Theatre/Theatre Design and Technology.

TOP Code
100600 - Technical Theater

SAM Code
C - Clearly Occupational

Basic Skills Status
Not Basic Skills

Prior College Level
Not applicable

Cooperative Work Experience
Not a Coop Course

Course Classification Status
Credit Course

Approved Special Class

Not special class

Noncredit Category

Not Applicable, Credit Course

Funding Agency Category

Not Applicable

Program Status

Program Applicable

Transfer Status

Transferable to CSU only

General Education Status

Y = Not applicable

Support Course Status

N = Course is not a support course

Allow Audit

Yes

Repeatability

No

Materials Fee

No

Additional Fees?

No

Files Uploaded

Attach relevant documents (example: Advisory Committee or Department Minutes)

TA 028_ Introduction to Stage Management (SPR23).pdf
TA 028 COD GE Worksheet.docx

Approvals

Curriculum Committee Approval Date

09/15/2022

Academic Senate Approval Date

10/04/2022

Board of Trustees Approval Date

11/10/2022

Chancellor's Office Approval Date

11/18/2022

Course Control Number

CCC000634146