**THEA 2540 – Stage Management**

Credits: 3 Section: \_\_\_\_ Term: \_\_\_\_\_\_\_

**Location & Meeting Time**

Classroom location:

Class Meeting Schedule:

**Contact Information**

**Instructor:**   
**Email:**   
**Phone: (**423) 439-  
**Office:**

**Instructor Availability**

Office Hours:

**Course Description & Materials**

*Prerequisites*: THEA 1810 and THEA 1540  
Introduces the fundamentals of stage management for the theatre

**Required Materials**

[enter textbook, software, tool etc]

**Course Overview**

**Course Purpose and Objectives**

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| The purpose of THEA 2540 is to introduce the design/tech student to the area of stage management through practice and study of this integral field of theatrical production. Ideally, students will serve as a stage manager or assistant stage manager for a production concurrent with or proceeding the completion of the course, and will continue periodically to serve as stage managers for departmental productions under the guidance and supervision of Department of Theatre and Dance faculty and staff.   * Help students contextualize the role of the stage manager both within the production process and within the larger artform of theatre, * Promote an environment where students can analyze, measure, and adjust managerial styles based on immediate circumstances, employer goals, theatre traditions, and safety restrictions, * Develop and nurture methods of constructive critique for various situations, personnel, and the self, * Instill a respect for production processes with an eye toward fair and consistent evaluation and improvement, * Introduce the hierarchy of theatre processes and staffing and the collaborative efforts that occur within those hierarchies, * Produce creative problem-solvers with an ability and willingness to meet challenges and exceed expectations. |

**Expected Learning Outcomes**

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| Upon completion of the course, students will:   1. Work with an understanding of the basic hierarchy of theatrical organizations, with specific emphasis on the essential role and duties of the stage manager. 2. Classify and generate all paperwork and bookkeeping materials necessary for proper stage management, production budgeting, and reporting 3. Differentiate and implement a variety of managerial styles and tactics to fit a variety of challenging and run-of-the-mill situations. 4. Understand the general layout of theatrical shops, workspaces, and performance spaces and collaborate effectively with the artists working within those spaces. 5. Act as a technician in the rehearsal process, load-in, and strike, while exemplifying professionalism and clear capable leadership.   **Major Course Topics**   |  | | --- | | * Approaches to theatrical management and communication * Production life-cycle and workflow * Duties and roles of the stage manager at various levels of theatrical production * Budget development and tracking * Rehearsal and production paperwork and tracking * Conflict resolution * Goal facilitation * Union/professional affiliations * Emergency management and preparedness, first aid, and safety standards | |

**Course Policies**

**Attendance**

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| The performing arts are, by their very nature, a collective of artists working together to create a theatrical experience for an audience. It is a team sport. Timely, consistent attendance and thorough preparation are the keys to being a valuable contributor to any creative team. Three absences (“excused” and/or “unexcused”) are allowed without penalty. Each absence after three will result in the final course grade being lowered by one full letter grade. Three late arrivals will be considered one absence.  In cases where student absences are the result of emergency circumstances (e.g., death in the family, a student’s serious injury or incapacitating illness) that necessitate prolonged nonattendance, the student must contact the Office of Student Affairs for assistance in providing notification to faculty and the student remains responsible for verifying the emergency circumstances to faculty and for discussing arrangements with faculty for completion of coursework requirements. |

**Assignment and Grading**

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**Other**

**Syllabus Attachment Information**: The University’s approved Syllabus Attachment Information page provides information about important University and Academic Policies that all students should know. <https://www.etsu.edu/reg/academics/syllabus.php>