

## APPENDIX 2

### GUIDELINES FOR ASSEMBLING HONORS PRODUCTION TEAM

#### Designers

All artistic collaborators such as lighting, set, and costume designers must have full Department approval. It is the expectation of the Theater and Dance Department that each will earn credit through the appropriate faculty.

Design budgets will be determined based on the experience of each designer; preference will be given to Honors projects in design. In the event that no appropriate designer can be recruited for a particular design area (i.e., lights, sets or costumes) the Department reserves the right to eliminate or severely restrict the budget in that particular area.

Designers will be approved through the appropriate design faculty based on the presentation of a portfolio that includes images of projects, conceptual ideas, renderings and/or technical drawings, if pertinent.

Other collaborators such as composers or choreographers should be approved on a case-by-case basis.

Designers should have completed THDA235, Fundamentals of Scenography, THDA80, Performance Practice and/or THDA81, Technical Practice, and a course in their design area in the production: for example, THDA255, Lighting Design; THDA285, The Art of Costume Design; or THDA294, Sound Design.

#### Technical Staff

All major technical positions, Stage Manager, and the major crew heads must be approved by the Theater and Dance Department Technical Director. The minimum qualification for major technical positions is the completion of THDA81, Technical Practice. Completion of THDA125, Technologies of Performance is strongly recommended.

Stage Managers must have completed the courses above and have production experience as a crew head or Assistant Stage Manager in the Theater and Dance Department (THDA81, Technical Practice).

All of the above positions must be filled prior to the production's approval. Directors are responsible for assembling their staff, but the Theater and Dance Department will help in finding designers and technicians when necessary and possible.

### **APPENDIX 3**

#### **TEMPLATE, HONORS PRODUCTION PROPOSAL**

Title of the proposed performance:

200-word description of the performance project:

Complete as applicable, include eligibility of collaborators:

Author(s):

Director(s) or Choreographer(s):

Technical Director(s):

Stage Manager:

Assistant Stage Manager(s):

Dramaturg(s):

Designer(s):

Costume  
Lighting  
Sound  
Projections  
Props

Crew:

Light Board Op  
Sound Board Op  
Costume Technicians  
Backstage