

**Course: TFDP 170**  
**Title: Performance in Production**  
**Quarter: All**  
**Day/Time: Various**  
**Instructor: Various**  
**Text: Production Script**

**Description:**

The course is designed to give students an opportunity to act in fully realized productions. Students are cast in specific roles and throughout the rehearsal and performance periods are expected to perform in a professional manner as defined below.

**1. Registration/Grading:**

- 1.1 Students must audition for admittance to the class. Only those students who are cast may register, and all cast members must be registered UCR students.
- 1.2 Grading is based upon two areas:
  - A. Attendance and lateness to any scheduled class meeting: (33%)
    - i. Actors are required to be ready to rehearse at the announced rehearsal time.
    - ii. Actors are required to be at the theatre one-half (1½) hours prior to a performance.
    - iii. Actors are required to be at costume fittings promptly at the scheduled time.
  - B. Job Performance as evaluated by the Director (Instructor): (67%)
    - i. Preparation for rehearsal
    - ii. Character study
    - iii. Memorization of lines
    - iv. Performance skills and discipline
    - v. Ability to work with other actors, costumes, properties and scenery
- 1.3 Lateness to all scheduled calls will be tallied by the Stage Manager for the entire production period. A reduction in grade will be levied by subtracting the total minutes of lateness from 100 points.
- 1.4 An absence shall be defined as any lateness greater than 30 minutes.
- 1.5 An absence from any dress rehearsal or performance will result in an automatic grade of "F".
- 1.6 Incompletes are not given for this course.
- 1.7 The course may only be taken for a letter grade and may not be taken S/NC.
- 1.8 During auditions, actors are provided with a preliminary maximum rehearsal schedule. Prior to casting, actors are required to indicate in writing all potential schedule conflicts. If the Director (Instructor) chooses to accept these conflicts, only those absences will be recorded as "excused."
- 1.9 After the first rehearsal (not counting the first read), actors are committed to the production. They cannot drop the performance for another opportunity.
  - A. If any actor drops out of the production after the first rehearsal, they will receive an automatic "F" in the class.
  - B. If any actor drops out of the production after the first rehearsal due to a medical emergency or death in the immediate family, that student will be able to withdraw.
- 1.10 Actors are responsible for information posted on the call board and via email. Every effort will be made to post a weekly rehearsal schedule, but adjustments are sometimes required. A daily rehearsal schedule is posted at the end of each rehearsal indicating which actors are called to rehearsal at what time. Also posted on the call boards will be notices of costume

fittings, photo calls, and a variety of other information. Twelve (12) hours after posting, Actors are expected to respond to information posted on the call boards and via email.

## **2. Rehearsals:**

- 2.1 Rehearsals may not be called earlier than 6:00 p.m. for any evening rehearsal or performance.
- 2.2 Rehearsals may not extend beyond four (4) hours Monday through Thursday, or beyond five (5) hours on Friday, Saturday or Sunday except for Tech & Dress Rehearsals.
- 2.3 Rehearsals may not extend past 10:30 p.m. on Monday through Thursday, or past 11:00 p.m. on Friday, Saturday or Sunday except for Tech & Dress Rehearsals.
- 2.4 There must be a minimum of 10 hours between any two rehearsals.
- 2.5 Weekend Technical and Dress Rehearsals will run ten (10) hours out of a scheduled twelve (12).
- 2.6 Technical and Dress Rehearsals are those designated as such in the official Production Schedule.
- 2.7 Breaks during rehearsals will be as follows: five (5) minutes after each fifty-five (55) minutes and/or ten (10) minutes after each eighty (80) minutes. These break requirements are also applicable during Technical Rehearsals except for the last three (3) days before the first performance. When running the show during rehearsals, these breaks must be “banked” when the running times exceeds eighty (80) minutes. The definition of “running” includes only minimal stopping.
- 2.8 The Stage Manager will have the authority to act for the Director (Instructor) in enforcing the rules of the production.
- 2.9 Actors are required to supply their own rehearsal clothes except those so designated as exceptional.
- 2.10 Actors agree not to cut or to color their hair without written permission from the Costume Designer.
- 2.11 Actors may be required to cut, shave, color or grow their hair for a role, as a condition of casting. The production will pay for the original expense of such change, its upkeep during the run of the production and its restoration to the original color at the close of the production.
- 2.12 Eating or drinking (except water in appropriate containers) is not allowed during official call times.
- 2.13 Smoking is not allowed while in costume.
- 2.14 Actors are not allowed to leave the theatre facility during call times.

## **3. Performances:**

- 3.1 Calls may not be more than one and one-half (1½) hours prior to the announced curtain time.
- 3.2 Actors are required to supply their own underwear when it is not a part of the costume.
- 3.3 Actors are required to supply their own makeup which is considered ordinary and/or conventional. Special makeup will be supplied by the production.
- 3.4 Company members are required to attend a photo call or calls which shall last not more than one and one-half (1½) hours each. The photo call shall be scheduled in advance. The University shall retain all rights to such photos and publicity and archival purposes without written release from the Performers.
- 3.5 The University shall have the right to videotape a production at its discretion, and shall retain all rights to such tapes for publicity and archival purposes without written release

from the Performers.

- 3.6 Company members shall have a break of at least one (1) hour between Matinee and Evening performances, or the Production will supply a meal at the Production's expense.
- 3.7 Company members do not receive complimentary tickets.
- 3.8 The Director (Instructor) may give notes after a Technical or Dress rehearsal only if the time does not exceed the four-hour rule.
- 3.9 The Director (Instructor) may give notes in the dressing rooms prior to a rehearsal, but may not call the actors to any other location.
- 3.10 A required warm-up may not last longer than ten (10) minutes and must begin at the end of the one and one-half (1½) hour call.
- 3.11 Actors are required to wear the costumes and makeup as designed.
- 3.12 Actors are required to wear deodorant and/or antiperspirant when costumes are worn.
- 3.13 Company members are required to attend a critique of the production which shall be scheduled during the week after the production closes.
- 3.14 Eating or drinking (except water in appropriate containers) is not allowed during official company time.
- 3.15 Smoking is not allowed while in costume.
- 3.16 Strong perfume, cologne or aftershave is not permitted to be worn.
- 3.17 Actors are not allowed to leave the theatre facility during call times.
- 3.18 Actors are required to attend any and all talk-backs during the run of the show.

#### **4. Personal Electronics:**

- 4.1 Use of personal electronic devices is not allowed during official company time.
- 4.2 Use of personal electronic devices is permitted only during official break time.
- 4.3 Personal electronic items include but are not limited to cellular telephones, pagers, computers, tape or disc players, MP3 players, Personal Digital Assistants, and portable gaming devices.
- 4.4 Any use of personal electronic devices during official company time may result in immediate dismissal from the class and a grade of "F".