

SCHOOL OF ENGLISH, FILM, THEATRE & MEDIA STUDIES  
THEATRE PROGRAMME

2007 COURSE INFORMATION SHEET

# **THEA 304** (CRN 9151) **DIRECTING**

## **Teaching Staff**

Course co-ordinator is Bronwyn Tweddle (Room 301, 77 FT, Phone 463-6852. Email: [Bronwyn.Tweddle@vuw.ac.nz](mailto:Bronwyn.Tweddle@vuw.ac.nz). Office hours: Wednesdays 1.00pm – 3.00pm). The course is taught by Bronwyn Tweddle with contributions from David O'Donnell, and Jim Davenport. The course technician is Jim Davenport (Room 203, 77 FT, Phone 463-6842. Email: [James.Davenport@vuw.ac.nz](mailto:James.Davenport@vuw.ac.nz)) Jim will contribute comments and grades as a marker on the course. Visiting lecturers will include professional theatre practitioners. Supervision of student projects will be conducted by assigned mentors.

## **Class Times and venues**

Second trimester: Wednesdays 10 – 11.50 a.m. and Thursdays 10 a.m. – 12.50 p.m.

PLEASE NOTE: Ongoing production and performance work is central to this course.

Students will be committed to ONE major directing project, and ONE major assisting project (see below), and each of these will have an intensive period of at least three weeks preparation, rehearsal and performance. Work on directing/collaboration projects is no excuse for missing set classes.

Class work and Performances will take place at Studio 77, 77Fairlie Terrace.

Students will be responsible for booking their own room spaces for rehearsals through the Programme Events Co-ordinator, Lee Barry (Room 309, 77FT, phone: 463 5221. Email: [Lee.Barry@vuw.ac.nz](mailto:Lee.Barry@vuw.ac.nz).)

The first class will take place in Studio 77, 77 FT, Wednesday 11 July at 10 a.m.

**Due to the intensive nature of the work, a very high level of attendance at classes is expected. Missed classes must be justified by a medical certificate.**

## **Communication**

Any additional information or changes will be announced in class, notified by email and/or posted on the course notice board on level 3, 77FT. Students are requested to check their email address regularly. I will endeavour to respond to emails within 48 hours.

## **Course Aims and Objectives**

The course aims primarily to offer practical study of the interpretation of a theatrical text, working with actors and directing a theatre production. To this end, all students will direct a short play as part of a series of productions for a public audience, as well as completing a further practical project as creative collaborator for other productions. This will be supplemented by individual study and research of influential theatre directors. By the end of the course the students will have developed an awareness of all aspects of theatrical production and increased their knowledge of the history and practice of theatre directing.

## **Course Content**

During the **class** components of the course, each student will:

- i) be offered some introductory approaches to theatre directing
- ii) gain practical experience by directing scenes from selected playtexts
- iii) present to the class research work on twentieth century directors
- iv) engage with a number of lectures and workshops run by Bronwyn, Jim, David and invited practitioners.

Students should also wear comfortable clothing, which allows movement, to all classes. Cell phones are to be turned off during classes.

During the **production** and **performance** components of the course, each student will

- i) direct a selected playscript, in all aspects from casting to final public performance, over an intensive rehearsal period.
- ii) Complete a practical project in (a) set and costume design, or (b) technical design and realisation, or (c) stage management and publicity, as creative collaborator to a package of short plays, over an intensive rehearsal period.
- iii) Compile a workbook to document and analyse creative and production work.

## **Assessment**

All assessment will be internal. There is no final examination.

1. In-class study presentation of a major director [20 minutes plus question time] = 20%
2. Creative collaboration project: total of 30% comprising two parts
  - a) practical work = 20%
  - b) written work (self-analysis) = 10%.
3. Directing project: total of 50% comprising two parts
  - a) practical work (production) = 30%
  - b) written work (production workbook) = 20%

Further details on these assessment tasks, including marking criteria are available on class handouts. It is not acceptable to submit written work by email.

## **Due Dates**

As the production programme distributes different assessment tasks throughout the course, different due dates will apply for each student. Please study the class timetable carefully and note your own due dates for each assignment. The production workbook is due Friday, one week after your opening night.

## **Extensions and absolute deadlines**

If you wish to ask for an extension (e.g., because of pressure of work) please do so well before the due date. Requests for extensions must be made in writing, attaching any relevant documentation, and must be signed by the Course Convenor and attached to the report when submitted. Extensions will not be granted beyond 26 October, except under exceptional circumstances. The University does not permit the School to accept work after the last day of the examination period.

Work submitted late without an extension will be considered, as long as it is received within two weeks of the due date. Unless there are exceptional circumstances (e.g., medical reasons with certificate) work handed in late will lose a grade (e.g. drop from B+ to B, etc) for each day or part day late, starting from the hour the work is due. Comments on late work will be minimal. Note: if you fail to hand in work before this two week deadline, you may be considered as having failed to meet a mandatory requirement and therefore fail the course.

Aegrotat provisions may apply if you are unable to submit your final project for unavoidable reasons. The Aegrotat procedures are listed in Section 6 of the Examination Statute in the University *Calendar*. In such a case you should also contact the course co-ordinator. There is a university policy on reasonable accommodation with respect to assessment procedures for students with disabilities (see below).

### **Relationship Between Assessment and Course Objectives**

Each of the assessment tasks is designed to develop your skills in and knowledge of the theory and practice of theatre directing. The *study of a major theatre director* develops understanding of the history and methodologies of directing. The *creative collaboration project* develops skills in technical theatre production and the ability to work collaboratively. The *directing project* develops your skills in realising a theatre piece from play text to full production. This process includes the development of your creative imagination, plus practical skills in script analysis, running rehearsals, working with designers and directing actors. The keeping of a *production workbook* enables this process to be the subject of reflection and analysis. The workbook is also designed to develop good habits in documenting your work and developing your own philosophy as a theatre artist.

### **Required Texts**

*THEA 304 Course Reader* (Available from Student Notes, approx. \$36.50).

Delgado, Maria and Heritage, Paul (eds.) *In Contact with the Gods: Directors Talk Theatre*.  
Manchester/New York: Manchester University Press, 1996.

### **Recommended Texts**

Braun, Edward. *The Director and the Stage: From Naturalism to Grotowski*. London: Methuen, 1982.

### **Workload**

The university normally anticipates that you should be able to devote about 27 hours per week to a 36 point course at 300-level, and that you should therefore expect to spend, on average, about 22 hours per week (apart from class time) in reading, preparation, thinking, writing, rehearsal. However, the intensive practical nature of this course means that there will be periods during project and production work when this will be significantly increased. **YOU SHOULD THEREFORE TAKE SPECIAL CARE WITH YOUR TIME MANAGEMENT**, making sure you can balance your workload on this course with your work on other university courses.

**NO THEATRE WORK OUTSIDE OF YOUR THEATRE COURSES SHOULD BE TAKEN ON WITHOUT DISCUSSION WITH BRONWYN BEFOREHAND.**

**In addition, the ethos of this course will be co-operative and collaborative – a small production company operating over three months. For much of the time, each individual will be reliant on group support, and will need to offer the same support and co-operation to others, to ensure the success of all the creative objectives.**

### **Mandatory course requirements**

In order to pass the course, completion and submission of all assignments is required as well as an overall passing grade.

### **General University policies and statutes**

Students should familiarise themselves with the University's policies and statutes, particularly the Assessment Statute, the Personal Courses of Study Statute, the Statute on Student Conduct and any statutes relating to the particular qualifications being studied; see the Victoria University Calendar available in hard copy or under 'About Victoria' on the VUW home page at [www.vuw.ac.nz](http://www.vuw.ac.nz).

### **Student and staff conduct**

The Statute on Student Conduct together with the Policy on Staff Conduct ensure that members of the University community are able to work, learn, study and participate in the academic and social aspects of the University's life in an atmosphere of safety and respect. The Statute on Student Conduct contains information on what conduct is prohibited and what steps are to be taken if there is a complaint. For information about complaint procedures under the Statute on Student Conduct, contact the Facilitator and Disputes Advisor or refer to the statute on the VUW policy website at:

[www.vuw.ac.nz/policy/studentconduct](http://www.vuw.ac.nz/policy/studentconduct)

The Policy on Staff Conduct can be found on the VUW website at:

[www.vuw.ac.nz/policy/staffconduct](http://www.vuw.ac.nz/policy/staffconduct)

### **Academic grievances**

If you have any academic problems with your course you should talk to the tutor or lecturer concerned; class representatives may be able to help you in this. If you are not satisfied with the result of that meeting, see the Head of School or the relevant Associate Dean; VUWSA Education Coordinators are available to assist in this process. If, after trying the above channels, you are still unsatisfied, formal grievance procedures can be invoked. These are set out in the Academic Grievance Policy which is published on the VUW website at:

[www.vuw.ac.nz/policy/academicgrievances](http://www.vuw.ac.nz/policy/academicgrievances)

### **Academic integrity and plagiarism**

Academic integrity is about honesty – put simply it means *no cheating*. All members of the University community are responsible for upholding academic integrity, which means staff and students are expected to behave honestly, fairly and with respect for others at all times.

Plagiarism is a form of cheating which undermines academic integrity. The University defines plagiarism as follows:

*The presentation of the work of another person or other persons as if it were one's own, whether intended or not. This includes published or unpublished work, material on the Internet and the work of other students or staff.*

It is still plagiarism even if you re-structure the material or present it in your own style or words.

*Note: It is however, perfectly acceptable to include the work of others as long as that is acknowledged by appropriate referencing.*

Plagiarism is prohibited at Victoria and is not worth the risk. Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student Conduct and may be penalized severely. Consequences of being found guilty of plagiarism can include:

- an oral or written warning
- cancellation of your mark for an assessment or a fail grade for the course
- suspension from the course or the University.

Find out more about plagiarism, and how to avoid it, on the University's website:

[www.vuw.ac.nz/home/studying/plagiarism.html](http://www.vuw.ac.nz/home/studying/plagiarism.html)

### **Students with Impairments** (see Appendix 3 of the Assessment Handbook)

The University has a policy of reasonable accommodation of the needs of students with disabilities. The policy aims to give students with disabilities the same opportunity as other students to demonstrate their abilities. If you have a disability, impairment or chronic medical condition (temporary, permanent or recurring) that may impact on your ability to participate, learn and/or achieve in lectures and tutorials or in meeting the course requirements, please contact the course coordinator as early in the course as possible. Alternatively, you may wish to approach a Student Adviser from Disability Support Services (DSS) to discuss your individual needs and the available options and support on a confidential basis. DSS are located on Level 1, Robert Stout Building:

telephone: 463-6070

email: [disability@vuw.ac.nz](mailto:disability@vuw.ac.nz)

The name of your School's Disability Liaison Person is in the relevant prospectus or can be obtained from the School Office or DSS.

### **Student Support**

Staff at Victoria want students to have positive learning experiences at the University. Each faculty has a designated staff member who can either help you directly if your academic progress is causing you concern, or quickly put you in contact with someone who can. In the Faculty of Humanities and Social Sciences the support contact is **Dr Allison Kirkman, Murphy Building, room 407**. Assistance for specific groups is also available from the Kaiwawao Māori, Manaaki Pihipihinga or Victoria International.

### ***Manaaki Pihipihinga Programme***

This programme offers:

- Academic mentoring for all Māori & Pacific students at all levels of under graduate study for the faculties of Commerce & Administration and Humanities & Social sciences. Contact [Manaaki-Pihipihinga-Programme@vuw.ac.nz](mailto:Manaaki-Pihipihinga-Programme@vuw.ac.nz) or phone 463 6015 to register for Humanities & Social Science mentoring and 463 8977 to register for mentoring for Commerce and Administration courses
- Post graduate support network for the above faculties, which links students into all of the post grad activities and workshops on campus and networking opportunities

- Pacific Support Coordinator who can assist Pacific students with transitional issues, disseminate useful information and provide any assistance needed to help students achieve. Contact; [Pacific-Support-Coord@vuw.ac.nz](mailto:Pacific-Support-Coord@vuw.ac.nz) or phone 463 5842.

Manaaki Pihipihinga is located at: 14 Kelburn Parade, back court yard, Room 109 D (for Humanities mentoring & some first year commerce mentoring) or Room 210 level 2 west wing railway station Pipitea (commerce mentoring space). Māori Studies mentoring is done at the marae.

### ***Student Services***

In addition, the Student Services Group (email: [student-services@vuw.ac.nz](mailto:student-services@vuw.ac.nz)) is available to provide a variety of support and services. Find out more at:

[www.vuw.ac.nz/st\\_services/](http://www.vuw.ac.nz/st_services/)

VUWSA employs Education Coordinators who deal with academic problems and provide support, advice and advocacy services, as well as organising class representatives and faculty delegates. The Education Office (tel. 463-6983 or 463-6984, email at [education@vuwsa.org.nz](mailto:education@vuwsa.org.nz)) is located on the ground floor, Student Union Building.

## **THEATRE PROGRAMME FACILITIES**

There are standard requirements regarding conduct within 77 FT, 93 KP, 83FT and 225 Aro St:

### **Smoking**

Smoking is not permitted in any buildings. **Please smoke outside and dispose cigarette ends in the ashtray provided outside the main door at 77 FT.**

### **Food**

**Food may only be consumed in the 77FT Green Room, 85FT, 93KP and Aro St kitchen areas.**

No beverages (with the exception of bottled water) are allowed in the studio theatre, dressing room, film room, library, foyer area, and 83FT, 93 KP or 225 Aro St and 85FT(except kitchen areas listed above).

Student and staff using kitchen areas are strongly expected to clean up after themselves **Strictly no food or drink in the 85FT Digital Edit Suites.**

Alcoholic drinks are not to be brought onto the premises unless authorised by Programme Director Film or Programme Director Theatre

### **Green Room**

The Green Room is available to students working in the Film and Theatre Programmes. **You are expected to clean up after yourselves** (this includes returning any mugs removed from the Green Room and operating the dishwasher).

### **Library**

Students are encouraged to make full use of the Robert Lord Library at 77 Fairlie Terrace; however, please note that **books and department materials do not leave the building.** Please return books to shelves before you leave the library.

### **End of Class**

Rooms 306 (lecture theatre), 305, 205 (film room), 209 (seminar room), studios, studio foyer, 93 KP and 225 Aro St must have the desks and chairs returned to order for any following classes or rehearsals.

### **Lockers**

Lockers are available to majoring drama students on Level 0 77FT. There are only 52 so once they run out those with double lockers will have to consider sharing. Students provide their own lock and key. See Administrator in room 307. Access your lockers via back stairs through Green Room. Please make sure the door to the main stairwell remains shut Access will not be available during the trimester break so please take everything with you at the end of this trimester and inform the Administrator if you are not taking a drama subject next trimester.

## **Theatre Rules**

Safety and security within the premises occupied by Film and Theatre is the responsibility of everyone who uses these facilities. While we make every effort to ensure that our premises are safe and hazard free, we need the cooperation of all students and visitors.

**Full details of theatre safety rules are contained in the FAT book, which you will receive in week one. It is your responsibility to make yourself familiar with them.** Safety rules can also be found on the noticeboard in the Green Room.

Jim will provide you with hazard assessment forms in the first week. It is essential that these are completed way in advance of seasons opening. He will also provide further details of technical responsibilities.

While the stage manager will co-ordinate the set changeovers between shows, it is the responsibility of *directors* to ensure that their casts all assist with these, and that they treat all collaborators with respect.

Further note: It is the responsibility of the stage manager to arrange volunteers to video the performances.

**THEA 304 CLASS TIMETABLE 2007**

<b>WEEK</b>	<b>WED 10 – 11.50</b>	<b>THURS 10 – 12.50</b>	<b>PRODUCTION</b>
1	11 July Introduction History and role of the director	12 July Script analysis/ Conceptualisation/Planning rehearsals	
2	18 July Auditions/casting	19 July Running Rehearsals: Warm-ups/voice [DOD]	
3	25 July Research	26 July Image making/Blocking Physicality & gesture	
4	1 Aug Lighting/Sound design [JDav]	2 Aug Theatre Design [JDav] Production problem solving	
5	8 Aug Study Presentation (10, 11, 12)	9 Aug Rhythm & action Shaping performance	
6	15 Aug Study presentation (4, 5, 6)	16 Aug Giving actors feedback Production problem solving	Performances 1 (1,2,3; 7,8,9)
<b>BREAK Aug 20 – Sept 2</b>			
7	5 Sept Study presentation (1,2,3)	6 Sept Directing chorus Production problem solving	Performances 2 (4,5,6; 10,11,12)
8	12 Sept Guest Director	13 Sept Devising theatre [DOD]	
9	19 Sept Guest director	20 Sept Site-specific theatre	Performances 3 (7,8,9;1,2,3)
10	26 Sept Directing Shakespeare [DOD]	27 Sept Deconstructing texts Production problem solving	
11	3 Oct Directing exercises	4 Oct Directing exercises	
12	10 Oct Study presentation (7,8,9)	11 Oct Conclusions	Performances 4 (10,11,12;4, 5,6)

- a) The numbers above refer to the elected number of each student on the course (1-12), to which course projects that student will be involved in at a given time, and the deadline which applies to that project.
- b) The performances in the production column relate to the programmes of short plays to be directed by the listed numbered student, assisted by those numbered in italics. Performances of the plays will be Wednesday to Saturday, 7 p.m., in Studio 77.
- c) Study presentation relates to the class presentation of research material created by the numbered students on a particular date.