

**Course Outline for:** THTR 2520 Stage Management**A. Course Description**

1. Number of credits: 3
2. Lecture hours per week: 3
3. Prerequisites: None
4. Corequisites: None
5. MnTC Goals: Goal #6 Humanities and Fine Arts

Explore the basic theory and practice, purpose, tools, and methods of stage management to demonstrate the vital role these personnel play in a theatrical production. Create the necessary paperwork required to effectively manage a production. Simulate real world situations in a classroom setting to better prepare the student for real world applications.

**B. Date last reviewed/updated:** February 2022**C. Outline of Major Content Areas**

1. Create and implement a prompt book for a theatrical production
2. Understand the rehearsal process
3. Understand the production meeting process
4. Understand how to effectively take notes and create reports
5. Discuss theories of stage management
6. Understand the aspects of stage technology in a theatre
7. Create forms as they pertain to rehearsals and production
8. Practice running rehearsals and a production
9. Call cues
10. Manage personnel in a production setting
11. Work on Normandale productions for practical experience.

**D. Course Learning Outcomes**

Upon successful completion of the course, the student will be able to:

1. Describe the purpose of a stage manager. (Goal 2a, 2b, 2c, 2d, 6a, 6b, 6c, 6e)
2. Articulate effective methods of communicating with all members of a production team. (Goal 2a, 2b, 2c, 2d, 6d)
3. Demonstrate the ability to complete tasks used in managing a rehearsal and a production. (Goal 2a, 2b, 2c, 2d, 6d)
4. Demonstrate awareness of how to effectively trouble-shoot problems during a production. (Goal 2a, 2b, 2c, 2d, 6d)
5. Create a prompt script book and effectively call cues. (Goal 2a, 2b, 6d)
6. Safely use theatrical equipment as it pertains to the stage manager (Goal 2a, 6d)

**E. Methods for Assessing Student Learning**

1. Class attendance and participation

2. Written reports and critiques on plays attended
3. Completion of projects
4. Oral evaluation of performance during in-class exercises.

**F. Special Information**

Students must bear the expense of tickets to assigned theatre performances and for special materials and equipment needed.