

Theatre Program

Senior Project Guidelines

WHERE TO START...

1. Students preparing to enter their senior year of study (135 units) may choose their own Senior Project Advisor.
2. Students must fill out a Senior Project Contract and have their advisor sign it **NO LATER THAN WEEK 7 OF THE PRIOR QUARTER.** (i.e., if you want to do your Senior Project spring quarter, all paperwork must be signed by Week 7 of winter quarter).

TYPES OF SENIOR PROJECTS

A. RESEARCH REPORTS/PAPERS

- 1) Students may pick a specific research topic from contemporary or classic theatre, black theatre, ethnic theatre, women's theatre, children's theatre, etc.
 - a. **Paper length: Fifteen (15) to twenty (20) pages**

B. CREATIVE PAPER PROJECTS

- 1) **Playwriting:**
 - a. Write a one-act or full-length play
- 2) **Scenic design:**
 - a. Student designs a set (renderings, model) for a chosen play and writes a paper about artistic choices made. The student is also responsible for giving the department color copies of the renderings and a color photo of the model.
- 2) **Costume design:**
 - a. Student designs costumes for selected characters in a chosen play and writes a paper about artistic choices made. The student is responsible for giving the department color copies of all costume designs.

C. PRODUCTION/EXPERIENTIAL PROJECTS

Please note: Students who are on Academic Probation the quarter in which the project is mounted may have their permission to do a Production Senior Project (Acting, Directing or Design) cancelled. Proposals will be reviewed on a case-by-case basis.

- 1) **Acting Options**
 - a. **Mainstage:** If a student is cast in a major role for a mainstage production during his/her senior year, the student may write a production journal, a detailed character analysis and complete research on the play or playwright itself.
 - b. **Solo or Duo Shows in Room 212:** If a student chooses this option, the following guidelines must be met:
 - i. The student must have been cast in at least one (1) faculty-directed, mainstage production
 - ii. Two quarters before the student wishes to do the project, he/she must submit a letter of intent to his/her faculty advisor. The advisor will then bring the request to the entire faculty for approval.
 - iii. If the project receives tentative approval, one quarter before the production, the student must:

- (a) Have a production team in place, approved by the faculty, that suits the needs of that particular show.

2) Design Options

- a. **Mainstage or Senior Project:** Under specific circumstances and with faculty/director approval, a student may design sets, lights or costumes for a mainstage production or a student-directed senior project production. The student is also responsible for providing the department color copies of all design work and a written analysis of the project.
- b. **Summer Theatre:** With advisor approval, the student designs a production as summer employment. If this option is chosen and approved, the student must submit:
 - i. Proof of employment
 - ii. A paper detailing the student's design concepts and process
 - iii. A model of the set
 - iv. Ground plans and elevations

3) Publicity/Marketing

- a. Under a faculty director's supervision, a student conceptualizes, writes and produces all publicity and marketing for a mainstage production.

4) Directing

- a. This is the most labor, financial and resource intensive of all Senior Project options. While it will provide an undergraduate, liberal arts-based capstone experience, it is absolutely not intended to be the scope of a graduate school, thesis production. The following prerequisites must be adhered to for this type of project:
 - i. The chosen production may not be an evening of monologues.
 - i. The student must have taken TH450 Directing.
 - ii. The student must have taken TH330 Stagecraft.
 - iii. The student must have substantive prior production experience in the Cal Poly Theatre Program.
- b. As Directing Senior Projects impact both faculty labor and the program's limited resources, there will be two (2) stages of review:
 - i. At least two (2) quarters before the projected production, the student must submit a "letter of intent" to his/her faculty advisor. The advisor will then bring the letter to the entire faculty. The student's academic, organizational and prior directing experiences will be discussed.
 - ii. If the student passes this level of review, at least one (1) full quarter before the anticipated production, the student must submit to both the advisor and the department a detailed proposal containing the following information.
 - (a) Title of Show/Cast Breakdown
 - (b) Dates of Production
 - (c) Specific names of production team members (scenic, costume and lighting designers; stage manager(s))
 - i) **If the designer is a student not receiving senior project credit, the student designer must enroll for TH400 Special Projects for credit.**
 - (d) Detailed budget, that includes:
 - i) Royalties
 - ii) Scenic, lighting, costume, sound, prop, make-up costs
 - iii) Advertising (posters, programs, print or media ads, etc.)
 - iv) Additional expenses
 - (e) Specific sources of income to pay for the budgeted expenses
- c. The production may not be performed in the Spanos Theatre.

- d. If intended for Room 212, the production cannot occur in a quarter during which TH450 Directing is taught.
 - i. **Special circumstances may apply when TH450 enrollment is low and/or the proposed project has minimal impact(s).**
- e. Venue Options:
 - i. **Room 212**
 - ii. **Summer, Grammar/High School or Independent Theatre**
 - (a) With advisor approval, the student directs a production as summer employment, grammar/high school production or with an independent, recognized theatre company. If this option is chosen and approved, the student must submit:
 - i) Proof of employment
 - ii) The rehearsal schedule and other pertinent documents
 - iii) Picture of the set
 - iv) A complete director's production book
 - v) A paper detailing the student's directorial concepts and process
- f. Funding:
 - i. The student is directly responsible for royalties and all production costs.
 - ii. The student may apply to receive funding through the Theatre Senior Project Account (maximum of \$500).
 - iii. All money generated from ticket sales must be used to pay back all allocated expenses and funding sources.
 - (a) **Any money left over as "profit" must be deposited back into the Theatre Senior Project Account.**
- g. Shop:
 - i. Use of the Theatre's Shop facilities for a Senior Project production has to be negotiated one (1) quarter in advance with Professor Tim Dugan.

D. MISCELLANEOUS PROJECTS

- 1) **Internship Report**
 - a. Student may write a detailed analysis/report on a department-approved Internship.
- 2) **Teaching**
 - a. Student may write a detailed report and curriculum guide for teaching theatre in either an elementary or secondary classroom.
 - b. Student may work with local elementary or high school in a teaching capacity in the classroom.

APPLYING FOR MONEY

The following are the application procedures and rules for using the Theatre Senior Project Account:

- Determine needs with project advisor. Uses may include, but are not limited to: royalties; the purchase of supplies such as copying, video or audio; or costs related to procurement of performance space.
- Submit a written request for faculty approval through your advisor.
- Performance-generated revenues will cycle back into the fund.
- A non-performance related use of funds does not require repayment, but is limited to \$200.
- Original invoices for expenditures must be submitted to advisor for repayment during the quarter the student receives their grade.