



**UNIVERSITY OF CALGARY**  
**FACULTY OF ARTS**  
**SCHOOL OF CREATIVE AND PERFORMING ARTS**  
**Course Number and Title: SCPA 501.15: Alchemy Design/Tech**  
**Session: Winter 2022**

Instructor Office Email Office Hours	April Viczko, co-supervisor for Alchemy: Scott Reid CHD227 <a href="mailto:aaviczko@ucalgary.ca">aaviczko@ucalgary.ca</a> by appointment
Day(s),time(s) and location of Class	Tuesdays 11AM – 12:50pm; Labs are TBD as they will be connected to creative team and production meetings. CHD 011
Learning resources: required readings, textbooks and materials	Scripts will be assigned in class. Students may be required to acquire research books or materials from a variety of sources.  -model building supplies (matte card, foam board, glue, paint, etc.) -costume rendering supplies (paint, watercolour paper, variety of pencils, etc.)
Learning Technologies and Requirements	There is a D2L site for this course which contains required readings and other relevant class resources and materials (see <a href="http://d2L.ucalgary.ca">d2L.ucalgary.ca</a> ).  In order to successfully engage in their learning experiences at the University of Calgary, students taking online, remote and blended courses are required to have reliable access to the following technology: <ul style="list-style-type: none"> <li>• A computer with a supported operating system, as well as the latest security, and malware updates;</li> <li>• A current and updated web browser;</li> <li>• Webcam (built-in or external);</li> <li>• Microphone and speaker (built-in or external) or headset with microphone;</li> <li>• Current antivirus and/or firewall software enabled;</li> <li>• Broadband internet connection.</li> </ul> Most current laptops will have a built-in webcam, speaker and microphone.
Prerequisites	Permission of the Department.
Course description	This course will look at the challenges for designers in the preparation of designs and technical support for contemporary productions in a festival setting. Students will be assigned to specific Alchemy projects to contribute in a major way to an artistic endeavour. Students may be assigned to Drama, Dance, and/or Music projects in either Design or Technical production areas.
Course learning outcomes	By the completion of this course, successful students will be able to: <ol style="list-style-type: none"> <li>1. demonstrate an advanced level of aesthetic competency, visual storytelling, and dramaturgical skill in Design for live performance.</li> <li>2. Implement their design ideas inside of a production setting within budgetary constraints, human resource allocations, and allotted time in the theatre.</li> </ol>

	<ol style="list-style-type: none"> <li>3. conduct discourse and analysis of the relationship of scenic, costume, lighting, and sound design to audience, performer and technical support.</li> <li>4. articulate in detail and within a critical framework, the process and rigour they have applied to creating their own work – this will take the form of an Artist’s Statement.</li> <li>5. receive critique and feedback while working and be able to articulately defend artistic choice and ideas orally in classroom setting.</li> </ol>
Course schedule	To be discussed in class since we need to adjust for Covid-19 regulations.
Assessment components	<p><b>Assignment 1: Website Creation</b>  <b>Assessment Method:</b> Website  <b>Description:</b> Each student will create their own website.  <b>Weight:</b> 30%  <b>Due Date:</b> Draft shell: February 1, 2022 Final: April 1, 2022</p> <p><b>Assignment 2: Designs for Alchemy Project as assigned</b>  <b>Assessment Method:</b> Model, sketches, and drafting as required.  <b>Description:</b> Each student will be assigned production responsibilities.  <b>Weight:</b> 40%  <b>Due Date:</b> Varies.</p> <p><b>Assignment 3: Artist Statement</b>  <b>Assessment Method:</b> 10-page paper  <b>Description:</b> Students are asked to articulate their process and philosophy of theatre design and design for live performance. At least 30 references will be required.  <b>Weight:</b> 30%  <b>Due Date:</b> April 15, 2022</p>
Assessment expectations	<ul style="list-style-type: none"> <li>• As each project practices the thinking and organizational processes and the skills needed to complete subsequent projects it is necessary that you participate in and finish all the projects to be successful in this course.</li> <li>• Similarly, all the parts of a project, exercise or sketchbook assignment contribute to the evolution and final realization of the work. Therefore, the Instructor(s) may decide not to accept or grade incomplete projects; all parts of each project must be included in the final submission by the given deadline.</li> <li>• Class exercises, sketchbooks, and projects will be given a letter grade or a grade out of 100 and will be due as noted in the schedule or as specified by the instructor.</li> <li>• Completed projects, exercises, and/or sketchbooks may be accepted after those due dates, but the grade will be reduced by 10% per day late. In other words, work that is graded as A will receive an F after 6 days late.</li> </ul> <p><u>Expectations for Writing:</u>  Professional use of the English language is expected on all assignments. <b>MLA format is to be used for all assignments.</b></p> <p>Writing skills are important to academic study across all disciplines. Consequently, instructors may use their assessment of writing quality as a factor in the evaluation of student work. Please refer to the Undergraduate Calendar E.2 Writing Across the Curriculum policy for details.</p>

	<p>As this course focuses primarily on the vocabulary of technical theatre and design, appropriate use of the terminology learned in the course is of great importance.</p>
Grading scale	<p>For the course as a whole, letter grades should be understood as follows, as outlined in section F.1.Grading System and Transcripts of the Calendar:  <a href="https://www.ucalgary.ca/pubs/calendar/current/f-1.html">https://www.ucalgary.ca/pubs/calendar/current/f-1.html</a>.</p> <ul style="list-style-type: none"> <li>• A grade of "C-" or below may not be sufficient for promotion or graduation, see specific faculty regulations.</li> <li>• The number of "D" and "D+" grades acceptable for credit is subject to specific undergraduate faculty promotional policy.</li> </ul>
Guidelines for Zoom Sessions	<p>Zoom is a video conferencing program that will allow us to meet at specific times for a “live” video conference, so that we can have the opportunity to meet each other virtually and discuss relevant course topics as a learning community.</p> <p>To help ensure Zoom sessions are private, do not share the Zoom link or password with others, or on any social media platforms. Zoom links and passwords are only intended for students registered in the course. Zoom recordings and materials presented in Zoom, including any teaching materials, must not be shared, distributed or published without the instructor’s permission.</p> <p>The use of video conferencing programs relies on participants to act ethically, honestly and with integrity; and in accordance with the principles of fairness, good faith, and respect (as per the <a href="#">Code of Conduct</a>). When entering Zoom or other video conferencing sessions (such as MS Teams), you play a role in helping create an effective, safe and respectful learning environment. Please be mindful of how your behaviour in these sessions may affect others. Participants are required to use names officially associated with their UCID (legal or preferred names listed in the Student Centre) when engaging in these activities. Instructors/moderators can remove those whose names do not appear on class rosters. Non-compliance may be investigated under relevant University of Calgary conduct policies (e.g <a href="#">Student Non-Academic Misconduct Policy</a>). If participants have difficulties complying with this requirement, they should email the instructor of the class explaining why, so the instructor may consider whether to grant an exception, and on what terms. For more information on how to get the most out of your zoom sessions visit:  <a href="https://elearn.ucalgary.ca/guidelines-for-zoom/">https://elearn.ucalgary.ca/guidelines-for-zoom/</a>.</p> <p>If you are unable to attend a Zoom session, please contact your instructor to arrange an alternative activity for the missed session (e.g., to review a recorded session). Please be prepared, as best as you are able, to join class in a quiet space that will allow you to be fully present and engaged in Zoom sessions. Students will be advised by their instructor when they are expected to turn on their webcam (for group work, presentations, etc.).</p> <p>The instructor may record online Zoom class sessions for the purposes of supporting student learning in this class – such as making the recording available for review of the session or for students who miss a session. Students will be advised before the instructor initiates a recording of a Zoom session. These recordings will be used to support student learning only and will not be shared or used for any other purpose.</p>
Academic Accommodation	<p>It is the student’s responsibility to request academic accommodations according to the University policies and procedures listed below. The Student Accommodations policy is available at <a href="https://ucalgary.ca/student-services/access/prospective-students/academic-accommodations">https://ucalgary.ca/student-services/access/prospective-students/academic-accommodations</a>.</p> <p>Students needing an accommodation based on disability or medical concerns should contact Student Accessibility Services (SAS) in accordance with the Procedure for Accommodations for Students with Disabilities (<a href="https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Accommodation-for-Students-with-Disabilities-Procedure.pdf">https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Accommodation-for-Students-with-Disabilities-Procedure.pdf</a>).</p>

	<p>Students who require an accommodation in relation to their coursework or to fulfill requirements for a graduate degree, based on a Protected Ground other than Disability should communicate this need in writing to their Instructor.</p> <p>SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit <a href="http://www.ucalgary.ca/access/">www.ucalgary.ca/access/</a> .</p>
Academic integrity, plagiarism	<p>Academic Misconduct refers to student behavior which compromises proper assessment of a student's academic activities and includes: cheating; fabrication; falsification; plagiarism; unauthorized assistance; failure to comply with an instructor's expectations regarding conduct required of students completing academic assessments in their courses; and failure to comply with exam regulations applied by the Registrar.</p> <p>For information on the Student Academic Misconduct Policy and Procedure please visit: <a href="https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Student-Academic-Misconduct-Policy.pdf">https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Student-Academic-Misconduct-Policy.pdf</a> and <a href="https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Student-Academic-Misconduct-Procedure.pdf">https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Student-Academic-Misconduct-Procedure.pdf</a>. Additional information is available on the Academic Integrity Website at <a href="https://ucalgary.ca/student-services/student-success/learning/academic-integrity">https://ucalgary.ca/student-services/student-success/learning/academic-integrity</a>.</p>
Internet and electronic communication device	<p>The use of laptop and mobile devices is acceptable when used in a manner appropriate to the course and classroom activities. Please refrain from accessing websites and resources that may be distracting to you or for other learners during class time. Students are responsible for being aware of the University's Internet and email use policy, which can be found at <a href="https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Acceptable-Use-of-Electronic-Resources-and-Information-Policy.pdf">https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Acceptable-Use-of-Electronic-Resources-and-Information-Policy.pdf</a>.</p>
Intellectual Property	<p>Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.</p>
Copyright	<p>All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (<a href="https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Acceptable-Use-of-Material-Protected-by-Copyright-Policy.pdf">https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Acceptable-Use-of-Material-Protected-by-Copyright-Policy.pdf</a>) and requirements of the copyright act (<a href="https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html">https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html</a>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy <a href="https://www.ucalgary.ca/pubs/calendar/current/k.html">https://www.ucalgary.ca/pubs/calendar/current/k.html</a>.</p>
Freedom of Information and Protection of Privacy	<p>Student information will be collected in accordance with typical (or usual) classroom practice. Students' assignments will be accessible only by the authorized course faculty. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary.</p>
Student Support	<p>Please visit this link for important information on UCalgary's student wellness and safety resources: <a href="https://www.ucalgary.ca/registrar/registration/course-outlines">https://www.ucalgary.ca/registrar/registration/course-outlines</a></p>