
School of Theatre and Dance at The University of Florida
Stage Management Senior Project Guidelines
THE 4970 (BA) • Section 2B39
• 1 Credit Hour • McGuire Pavilion

Instructor:

Tom Zhang

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Zoom office hours: Tuesday/Thursday 9am-11am, or by appointment

Zoom office hour link:

<https://ufl.zoom.us/j/99971346518?pwd=VmRzOWRwd0JlakpJWVRlckZOakNydz09>

Meeting Time & Meeting Room:

To Be Arranged

Stage Management Senior Project Objective & Outcomes:

The Stage Management senior project is an opportunity to further develop the foundation of skills acquired through previous classroom and stage management experiences combined with academic research pursuits. Students will complete a thesis style senior project paper to articulate research.

Example of a Previous Stage Management Senior Project:

Work-Life Balance and Stage Management for *The Divine: A Play for Sarah Bernhardt*

Through this senior project the student implemented/reflected on their process of maintaining healthy work-life balance practices while stage managing a School of Theatre and Dance production. In addition to firsthand experience the student explored published materials on the subject and conducted extensive interviews with professional stage managers. The paper explored and sought remedies to avoid industry wide stage management burnout through work-life balance strategies.

Required Materials:

- Access to a computer with Microsoft Word
- Computer software with ability to convert documents to PDF files

MLA Format:

Follow MLA (Modern Language Association) Style Guidelines. The Purdue University's Online Writing Lab (OWL) is a great MLA resource:

<https://owl.english.purdue.edu/owl/resource/747/01/>

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Sample Senior Project Paper Format

Note the following additional formatting requirements in the outline below. Some are in addition to the MLA Style Guidelines:

- Title page
 - Title of your paper, your name, date submitted, class name and number, and professor.
 - This page does not include a page number.
- Dedication page (optional)
- Acknowledgements page (optional)
- Abstract
 - A succinct overview of your paper. It summarizes the paper and is used by prospective readers to decide if they would like to read the entire text. Should be approximately 250 words.
- Table of Contents
 - Include page numbers for dedication, acknowledgments, abstract, and section headers. Do not cite page numbers for title page or table of contents.
- Introduction
 - Approximately 1-2 pages.
 - Problem and purpose statement. What are you proposing to discover, challenge, understand, illuminate? Purpose of the paper and what you seek to achieve.
 - Rationale: what is important about your exploration? What contribution does it make to the stage management industry?
 - Personal statement. Why is the subject important to you? Is there a personal connection to the subject or a connection you would like to make?
- Methodology
 - Approximately 2-3+ pages.
 - Describes the research process that you undertook.
 - Details ideas and approaches of what you actually did.
 - You may include how you made connections across your research and the questions it prompted.
- Discussion of Research
 - Approximately 2-3+ pages.
 - What resources did you utilize? Include written, first-hand, visual, media, interviews, etc.
 - Demonstrate your knowledge of what has been done before related to this topic.
- Scope of Project
 - Approximately 2-3+ page.
 - What parameters did you specifically impose to create a manageable project?
 - What significant events or discoveries occurred in the process to further define your scope? Did you change course, adjust your time management, process issues, translation, limited primary resources, limited secondary resources, limited geographical access?
- Conclusion
 - 1-2 pages.
 - Summarizes the principle point of your project and outcomes of your research/project.
 - Detail critical findings, results, and conclusions of the research including strengths and weaknesses.
 - What further questions are you left with?
 - What are the larger implications of your findings?
- Visual Resources
 - This may include stage management paperwork and/or production photographs.
- Works Cited
 - Use MLA format

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Grading:

Content	20%
Depth of Research	20%
Critical Thinking	20%
Written Communication	20%
Writing Style (grammar, spelling, MLA formatting etc.)	10%
Ability to Meet Paper Deadlines	10%
Total	100%

The final course grade is based on the following percentages. Student work for this course must achieve a "B" or above.

A	94-100%	B-	80-83%	D+	67-69%
A-	90-93%	C+	77-79%	D	64-66%
B+	87-89%	C	74-76%	D-	60-63%
B	84-86%	C-	70-73%	E	0-59%

Information on UF grading policies for assigning grade points can be found:

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Paper Deadlines:

To be arranged in collaboration with faculty advisor:

Schedule a meeting with advisor to review syllabus and establish paper deadlines

Date: _____

Complete outline and abstract draft

Date: _____

First draft due to advisor with bibliography by 5pm

Date: _____

Second draft due to advisor by 5pm

A third draft deadline may be established if advisor feels that further edits are necessary.

Date: _____

Final Paper due to advisor by 5pm

Honors Thesis for consideration of high or highest honors:

Note that the Honors Thesis and Senior Project are different papers/research questions. While students may use some information from THE 4970 BA Senior Project to support an Honors Thesis, the papers for Senior project and Honors Thesis are to be distinct and unique documents. The Honors Thesis is a research paper that situates the topic within the humanities and/or critical theory. See the SoTD student handbook for further details.