

UNIVERSITY OF FLORIDA: School of Theatre + Dance
THE 4950: *Production Workshop*, Section 6597
Syllabus – Summer 2025

CLASS:

Section 6597: Mondays, Wednesday, and Fridays, summer periods 5-6 (2:00-4:45 PM)

Class will commence in G-017 (Scene Shop of Nadine McGuire Pavilion); sign-in sheets will await you.

Sign in at the beginning of each class session.

FINAL:

This class does not have a final exam

INSTRUCTOR:

Rob Leach rleach@arts.ufl.edu 352-273-0542

OFFICE HOURS:

Monday/Wednesday, 9:00-10:00 AM, Nadine McGuire Pavilion, room G-016.

OBJECTIVES:

This course is a practical exploration of methods and resources necessary to create scenery; you will support the school by building and striking scenery, preparing spaces and installing/removing audience risers and seating, painting and applying scenic treatments, creating and modifying props, and maintaining tools and systems in the scene shop and public venues.

REQUIRED MATERIALS:

you will need to use the following tools on a daily basis (you can borrow from the scene shop):

Pen or pencil

16' (minimum length) steel tape measure

6" adjustable wrench

Safety glasses, impact rated to ANSI Z87.1 standard, and stamped accordingly. If the glasses don't have this rating on them (i.e. only have it on the package), please don't buy that pair. Please bring all tools to every class. This is part of your attendance grade.

ATTIRE:

Work clothes: pants (such as jeans or khakis), sleeved shirt, and closed-toe/closed-heel shoes. Clothing will get dirty, painted, and/or rubbed along glue. You will be asked to leave and marked absent if you do not have proper attire. Please do not wear headphones/earbuds during class.

EVALUATION:

Students will be evaluated through their attendance, participation and professional attitude. Each class will have 30 points available per session (5/punctuality, 10/participation, 10/professionalism, 5/required tools & PPE). Those who arrive on time, participate, act professionally, and have their tools/wear correct attire will earn those points. Those who do not will lose points accordingly. Canvas will be updated after classes to reflect your grades.

ATTENDANCE POLICY:

Theatre is a collaborative environment that demands continual support. Attendance is vital. Only one (1) unexcused absence from class will be permitted without penalty. Absences need excused prior to the absence and followed up with documentation. Each unexcused absence lowers your grade. Please confirm your calendar is available to accommodate this class; it is not helpful if you are absent.

Excused absences are consistent with university policies in the undergraduate catalog (<https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>) and require appropriate documentation.

In the event of unforeseen global pandemics, this attendance policy may be modified.

STUDENTS WITH DISABILITIES:

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center. [Click here to get started with the Disability Resource Center](#). It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

UF GRADING POLICIES:

Earned grades will align with UF policies; information can be found at <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/#gradestext-otp1>

PROFESSIONAL CONDUCT:

Please take care of yourself mentally and physically. Accept responsibility for your successes and failures. Earn your grade. Adhere to university policies. Respect your peers, facilities, and the staff and faculty of the school. Submit work that shows your pride in the process and your product.

ACADEMIC DISHONESTY:

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Honor Code specifies a number of behaviors that are in violation of this code and the possible sanctions. [Click here to read the Honor Code](#). Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

ELECTRONICS and VIDEO:

While personal electronics can be useful for class purposes, using devices to contact others should only be done for emergencies; calls and texts/messaging should be initiated/answered outside of class; please keep your phones in your pockets or locked up in a locker.

COURSE EVALUATION:

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Students can complete evaluations in three ways:

1. The email they receive from GatorEvals,
2. Their Canvas course menu under GatorEvals, or
3. The central portal at <https://my-ufl.bluera.com/>
 - a. Guidance on how to provide constructive feedback is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.