TH 4301 – 010. 21030: Senior Seminar – Spring 2019

Class Day/Time/Location:
MWF: 11:00 pm – 11:50 pm, CARR 241A

Instructor: Daniel Anderson
Office: Carr: Suite 165 Office 163
Phone: 325.486.6194
e-mail: daniel.anderson@angelo.edu
Office Hours: MW 10:00 am – 12:00 pm or by appointment.

Required Texts:  
* How to be a Working Actor: Mari Lyn Henry  
* Letters to a Young Artist: Anna Deavere Smith  
* Other readings as assigned

Course Description: This course is designed to prepare students for the professional world. Students will learn how to prepare their portfolios, websites, and resumes to ensure their readiness for possible employment. In addition, this course will help to define and refine their career goals and show the best way to develop a plan to achieve said goals. Furthermore, students will be exposed to tips and tricks to distinguish themselves in a highly competitive field.

Course Objectives:  
1. To learn how to properly prepare for interviews.  
2. To learn how to search for positions best suited for their career goals.  
3. Learn how to develop portfolios, websites, and resumes.  
4. Learn how to present themselves in interviews.  
5. Learn how to distinguish themselves apart in a saturated market.  
6. Learn how to work within group settings to achieve a common goal.

Course Content:  
- Lectures  
- Discussion  
- Reading Assignments

Late Assignments: Every effort should be made to complete assignments on time. **All late assignments will receive reduced grades.** Written assignments turned in 1 to 7 days after the due date will receive an automatic 10 point reduction for each day late. **No written assignment will be accepted more than one week after the due date. Scene assignments must be completed on the day assigned.**  
- **DO NOT ASK FOR AN EXTENSION, NONE WILL BE GIVEN.**

Attendance Policy: Timeliness and presence are crucial to excellence in the performing arts. Each student is allowed SIX (6) absences before your final grade is affected. For each absence beyond these allotted absences, your final grade will be reduced by ½ a letter grade with each subsequent absence. In addition to unexcused absences, three tardies or early exits will equal one absence. General rule: If you arrive to class after attendance has been taken, you are tardy. Pop quizzes and tests must be made up within one week of the original date of the assignment. Performances and in-class rehearsals cannot be made up barring a medical emergency at the discretion of the instructor. Medical emergencies will be
handled on a case-by-case basis. **Doctor’s appointments subsequent to an illness or injury will NOT count as an excused absence.**

- Please note: The only university-recognized excused absences are participation in official university business or for bona fide religious holy days. Participation in official university business must be documented by written notice from sponsoring faculty or staff member at least one week prior to the event.

**Observance of a Religious Holy Day:** Texas House Bill 256 requires institutions of higher education to excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day. The student shall also be excused for time necessary to travel. An institution may not penalize the student for the absence and allows for the student to take an exam or complete an assignment from which the student is excused. No prior notification of the instructor is required.

**Team Assignments:** You will frequently work in teams of two or three to present information on a given style or movement. Team assignments will be rotated throughout the semester. Many of your team assignments will involve meeting outside of class. Please exchange phone numbers and arrange meeting times as soon as you receive an assignment. Theatre is a collaborative art – one in which we all depend on the commitment of others. Your conscientious participation in all teamwork is expected and will have an impact on your final grade.

**Point Values for Assignments:**

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<th>Assignment</th>
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<td>Artists Statement</td>
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<td>Research</td>
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<td>Resume</td>
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<td>CV</td>
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<td>Website</td>
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<td>Job Interview</td>
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**ADA Statement:** Angelo State University complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. If you suspect that you may have a disability (physical impairment, learning disability, psychiatric disability, etc.), please contact the Office of Student Services at (325) 942-2191, Student Life Office, room 112. If you need disability accommodations in this class, please see me as soon as possible.

**Academic Advising:** The College of Arts and Sciences and Department of Communication, Mass Media and Theatre require that students meet with a Faculty Advisor as soon as they are ready to declare a major. The Faculty Advisor will set up a degree plan, which must be signed by the student, faculty advisor, and the department chair. Communication, Mass Media, or Theatre majors who have questions about advising or declaring a major in the department, can call 942-2031. Undeclared majors are supported by ASU’s Center for Academic Excellence located in Library A312, and can be reached at (325) 942-2710.

**Grade Appeal Process (OP 10.03 Student Grade Grievances):** A student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a
grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see Operating Procedure 10.03 at http://www.angelo.edu/opmanual/docs/Section_10_Academic_Policies

Students/OP_10.03_Grade_Grievance.doc
http://www.angelo.edu/opmanual/docs/Section_10_Academic_Policies

**Honor Code Policy:** Violations of academic integrity are very serious matters and are clearly documented in the ASU Student Handbook. The work a student submits in a class is expected to be the student's own work and must be work completed for that particular class and assignment. Plagiarism means intentionally or knowingly representing the words or ideas of another as one's own. This may include your own previous work. Plagiarism includes quoting or paraphrasing from other sources without acknowledging/citing the source of your information or presenting quoted material as your own words. You must be very clear about attribution of sources and you must know how to cite sources in a paper. Please see full Honor Code Policy at http://www.angelo.edu/cstudent/documents/pdf/Student_Handbook.pdf

**Civility In the Classroom:** Students are expected to assist in maintaining a classroom environment that is conducive to learning. In order to assure that all students have an opportunity to gain from time spent in class, unless otherwise approved by the instructor, students are prohibited from using laptop computers, cellular phones or other text messaging devices, beepers, eating or drinking (except for water bottles), making offensive remarks, reading newspapers, sleeping, or engaging in any other form of distraction in the classroom. In instances where a student is proved to be a distraction, the student will lose five points from their grade. Second occurrence will result in ten points removed. On the third occurrence, the student will be removed permanently from the classroom. Additionally, in the case of a violation of this policy, the instructor will talk with the student about the inappropriate behavior immediately and will follow-up after class or with a scheduled meeting. In the case of a second incident, the instructor will refer the student to the department chair who will schedule a meeting with the student. At this meeting or any subsequent meeting, the chairperson will inform the student that repeated deviations from expected classroom behavior will result in removal from the class. If a third incident occurs, the instructor will ask the student to leave the class. If the student refuses, the Campus Police will be called to remove the student. The student will be immediately dropped from the class and reported to the student Dean of Students office.

**Sexual Harassment:** This course will observe the university's guidelines for avoiding sexual harassment. However, because theatre imitates human living, and because sexuality is part of life, some materials in this course may deal with sexual behaviors, situations and language. Those who are easily offended by such subject matter may want to reconsider taking this course.

**Title IX at Angelo State University:**
Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency,
interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex. You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D.

You may submit reports in the following manner:

Online: www.angelo.edu/incident-form

Face to Face: Mayer Administration Building,
Room 210
Phone: 325-942-2022
E-Mail: michelle.boone@angelo.edu

Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State’s policy please visit: www.angelo.edu/title-ix.

Week 1 – Introduction – Letters to a Young Artist
Mon: Jan 13 – Class Introduction
Wed: Jan 15 – Career Goals Discussion
Fri: Jan 17 - Career Goals Discussion, Defining Success
Artist Manifesto Assigned

Week 2 – Establishing and Defining Artistic Goals
Mon: Jan 20 – Artist Manifesto Presentations
Wed: Jan 22 – Artist Manifesto Presentations
Fri: Jan 24 – Artist Manifesto Presentations

Week 3 – Establishing and Defining Artistic Goals – (Readings to be assigned)
Mon: Jan 27 – In-Class Discussion
Wed: Jan 29 – In-Class Discussion
Research Project Assigned
Fri: Jan 31 – In-Class Discussion

Week 4 – Beginning the Search
Mon: Feb 3 – Go Over Research
Wed: Feb 5 – Go Over Research
Fri: Feb 7 – Go Over Research

Week 5 – Beginning the Search
Mon: Feb 10 - Discussion of Resume/CV and Cover Letters
Wed: Feb 12 - Discussion of Resume/CV and Cover Letters  
Fri: Feb 14 - Discussion of Resume/CV and Cover Letters  
**Cover Letter and Resume Project Assigned**

Week 6 – Developing Work Ethic and Relationships  
Mon: Feb 17 – Cover Letter and Resume Presentations  
Wed: Feb 19 - Cover Letter and Resume Presentations  
Fri: Feb 21 - Cover Letter and Resume Presentations - Recap

Week 7 – KCACbF  
Mon: Feb 24 - NO CLASS  
Wed: Feb 26 - NO CLASS  
Fri: Feb 28 - NO CLASS

Week 8 – Developing Your Brand  
Mon: Mar 2 – In-Class Discussion  
Wed: Mar 4 – In-Class Discussion  
Fri: Mar 6 – In-Class Discussion  
**Website Project Assigned**

Week 9 – SPRING BREAK  
Mon: Mar 9 – NO CLASS  
Wed: Mar 11 – NO CLASS  
Fri: Mar 13 – NO CLASS

Week 10 – Setting Yourself Apart and Developing Your Brand  
Mon: Mar 16 – Website Presentations  
Wed: Mar 18 – Website Presentations  
Fri: Mar 20 – Website Presentations  
**Jobs Posted**

Week 11 – Getting the Job  
Mon: Mar 23 - Website Recap - Discussion  
Wed: Mar 25 – Interview Process Discussion  
Fri: Mar 27 - Interview Process Discussion  
**Applications Due**

Week 12 - Getting the Job  
Mon: Mar 30 – Phone Interviews  
Wed: Apr 1 – In-Person Interviews  
Fri: Apr 3 – In-Person Interviews

Week 13 – Relocation and Budget Planning  
Mon: Apr 6 - Job Project Recap and Discussion  
Wed: Apr 8 – Relocating and Budgeting Discussion  
Fri: Apr 10 - Relocating and Budgeting Discussion  
**Relocation Budget Exercise**

Week 14 – Relocation and Budget Planning and Recap  
Mon: April 13 – Relocation Presentation  
Wed: April 15 - Relocation Presentation
Fri: April 17 - Relocation Presentation

Week 15 – Actors
Mon: Apr 20 – In-Class Discussion
Wed: Apr 22 – Guest Speaker
Fri: Apr 24 – In-Class Discussion

Week 16 – Designers
Mon: Apr 27 – In-Class Discussion
Wed: Apr 29 – Guest Speaker
Fri: Last day Recap-Discussion