Course objective: to familiarize the student with the various working positions within the costume shop and their roles with regards to executing the costume designs and maintaining the designer’s vision throughout the run of the show. The hands-on “Lab” portion of the class will teach basic construction techniques (Both hand and Machine sewing). Lectures will be presented within class in combination with the hands-on projects. There will be various written quizzes, projects and tests that will be presented through D2L. There may be additional mandatory “Bright Space” AKA D2L modules required as part of the lecture for this class. Laboratory will be a hands-on experience that will build upon what is learned in lectures including the specific vocabulary, various construction tools & machines, sewing techniques, and reading and using sewing patterns. There will be ONE GRADE COMBINED for both portions of the course (lecture and lab).

Project submissions: each project will have individual instructions. For LECTURE projects they will be submitted via dropbox on Brightspace D2L. Lab Projects will be completed in class. If Lab projects are not completed by the appointed due date in the syllabus, it will be your responsibility to schedule extra lab hours to complete the projects.

Participation/Absences/Lateness: regular attendance in this course is imperative to developing the knowledge necessary to pass the class. Excessive absences will result in a recommendation to drop the course or an automatic failure of the course as stated by School of theatre policy: Seven (7) absences will result in an automatic failure of the course. The seven absences the school policy refers to is both excused and unexcused absences combined. (*This does not include approved institutional Absences. See Institutional Absence policy on MY SFA for further information regarding “Institutional Absences”) You will be allowed 3 unexcused absences. Each additional Absence will result in a ten-point grade deduction. Only religious holidays, sponsored school events, and documented medical or personal issues may qualify as excused absences upon the instructor’s discretion. It is the student’s responsibility to obtain any missed notes from a dependable classmate. It is the
responsibility of the student to check in with the instructor after class if s/he is tardy or arrives after attendance is taken. Two tardies of more than 15 minutes will result in an absence. Leaving class early without prior approval or early dismissal will result in an unexcused absence.

**Late Assignments:** I recognize that students learn at different speeds particularly when it comes to the hand’s on sewing techniques and projects that we will be doing in LAB. The projects will get progressively more advanced and more difficult. I will allow late LAB projects, but if Lab projects are not completed by the appointed due date in the syllabus, it will be your responsibility to schedule extra lab hours to complete the projects outside of regular class and lab times.

**E-Mail & D2L:** Expect to be contacted via email & D2L (aka Brightspace). I will do my best to respond to your emails in a timely fashion. Reading emails is part of our modern working world and is an industry standard pretty much across the board. I will always try to accommodate a reasonable amount of response time which in my view is 48 hours. Please check your email on a daily basis and keep up to date with announcements and assignments via D2L.

**Program Learning Outcomes**
PLO 4 - The student will demonstrate an understanding of the component areas of theatrical creation, process, production, performance, and study and their interrelationships.
PLO 6 - The student will demonstrate intermediate to advanced competence in one or more theatre specializations.
PLO 8 - The student will be able to complete and document a major project as a stage manager, as a designer or technician, or as an actor or director, demonstrating advance competence in the student’s specialty.
PLO 9 - The student will be able to present an effective presentation appropriate to the student’s specialization.

**Student Learning Outcomes**
1. The student will master basic machine sewing techniques. (Supports PLO 4 & 6)
2. The student will be introduced to advanced sewing techniques. (Supports PLO 4 & 6)
3. The student will show an intermediate ability to construct a garment. (Supports PLO 6 & 8)
4. The student will be introduced to patterning. (Supports PLO 4)
5. The student will present a paper analyzing the costumes of a production. (Supports PLO 4)
6. The student will show an understanding of the relationship of costume construction to the production process. (Supports PLO 4)
7. The student will present a project that shows their understanding of basic clothing construction (supports PLO 6, 8, & 9)

**Text: Recommended But not Requires (copies available in the costume shop)**
Basic Sewing and Costume Construction by Rebecca Cunningham. Purchase of a kit of required materials will be required.

**NO REQUIRED TEXT**
**Electronic Devices in Class:** Cell phone and lap tops should not be used during class without instructor permission. Recording is not allowed without special permission. Headphones can be used during lab projects but volume should be at a level that is not disruptive to other students. If cell phones or computers are used in class, especially while lectures are happening, students will be given a warning and continued use can result in dismissal from the classroom and a recorded unexcused absence.

**Grading:** (subject to change as necessary & Extra Credit WILL BE available)

<table>
<thead>
<tr>
<th>Lecture</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quiz 1</td>
<td>10 points</td>
</tr>
<tr>
<td>Quiz 2</td>
<td>10 points</td>
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<td>Quiz 3</td>
<td>15 points</td>
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<tr>
<td>Final Quiz</td>
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<table>
<thead>
<tr>
<th>Lab:</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hand Sewing Sampler</td>
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</tr>
<tr>
<td>Bowl Cozy</td>
<td>15 points</td>
</tr>
<tr>
<td>Lunch Sack</td>
<td>10 points</td>
</tr>
<tr>
<td>Tote Bag/Designed Bag</td>
<td>25 points</td>
</tr>
<tr>
<td>Shorts/PJ Pants</td>
<td>25 points</td>
</tr>
<tr>
<td>Shirt/Final Exam</td>
<td>25 points</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>180 points</strong></td>
</tr>
</tbody>
</table>

**Course Requirements:**

- Listen to lectures and apply ideas during the laboratory
- Read various articles and view video materials online as assigned
- Attendance during laboratory is essential to doing well and NOT falling behind
- Have a good attitude; don’t automatically assume “I can’t”.
- **Clean up after yourself.**
- Projects turned in on time. (If you are falling behind please make arrangements with your instructor to put in extra time so that you can get caught up.)

**Academic Integrity (A-9.1)**

Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

**Definition of Academic Dishonesty**

Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit. (Please read the complete policy at [www.sfasu.edu/policies](http://www.sfasu.edu/policies)).
**Withheld Grades Semester Grades Policy (A-54)**

Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

**Students with Disabilities**

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).

**Mental Health**

SFASU values students’ mental health and the role it plays in academic and overall student success. SFA provides a variety of resources to support student’s mental health and wellness. Many of these resources are free, and all of them are confidential.

**On-campus Resources:**

SFASU Counseling Services • [www.sfasu.edu/counselingservices](http://www.sfasu.edu/counselingservices)
Health and Wellness Hub (corner of E. College and Raguet) • 936-468-2401

SFASU Human Services Counseling Clinic • [www.sfasu.edu/humanservices/139.asp](http://www.sfasu.edu/humanservices/139.asp)
Human Services Room 202 • 936-468-1041

**Crisis Resources:**
Burke 24-hour crisis line 1(800) 392-8343
Suicide Prevention Lifeline 1(800) 273-TALK (8255)
Crisis Text Line: Text HELLO to 741-741

**Acceptable Student Behavior**

Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy D-34.1). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides
students with recommendations for resources or other assistance that is available to help SFA students succeed.

www.sfasu.edu/policies