

**I. CATALOG INFORMATION**

- A. Discipline: TECHNICAL THEATRE
- B. Subject Code and Number: TTHA M900
- C. Course Title:  
Workforce Employability Skills in Technical Theatre, Film and Television

- D. Credit Course units:  
Units: \_\_\_\_\_  
Lecture Hours per week: 0.5  
Lab Hours per week : 0.5  
Variable Units : No

- E. Student Learning Hours:  
Lecture Hours:  
Classroom hours: 8.75 - 8.75  
Laboratory/Activity Hours:  
Laboratory/Activity Hours 8.75 - 8.75  
**Total Combined Hours** in a 17.5 week term: 17.5 - 17.5

- F. Non-Credit Course hours per week \_\_\_\_\_

- G. May be taken a total of:  1  2  3  4 time(s) for credit

- H. Is the course co-designated (same as) another course: No  Yes   
If YES, designate course Subject Code & Number: \_\_\_\_\_

- I. Course Description:

Offers practical experience in developing workforce employability skills for Technical Theatre, Film and Television. Covers communication skills, team building, leadership and workforce interview preparation, industry specific job searches, websites, unions and apprenticeships.

- J. Entrance Skills

\*Prerequisite: No  Yes  Course(s)  
\_\_\_\_\_

\*Corequisite: No  Yes  Course(s)  
\_\_\_\_\_

Limitation on Enrollment: No  Yes   
\_\_\_\_\_

Recommended Preparation: No  Yes  Course(s)  
\_\_\_\_\_

Other: No  Yes   
\_\_\_\_\_

## K. Other Catalog Information:

## II. COURSE OBJECTIVES

Upon successful completion of the course, a student will be able to:

		<b>Methods of evaluation will be consistent with, but not limited by, the following types or examples.</b>
1	identify different types of communication.	Quizzes Written assignments Classroom exercises
2	practice written, verbal and non-verbal communication skills for specific positions within the theatrical, film and television industries.	Quizzes Written assignments Classroom exercises
3	identify characteristics of effective teams.	Quizzes Written assignments Classroom exercises
4	practice working as a member of a team as well as a leader of a team.	Quizzes Written assignments Classroom exercises
5	identify teamwork skills that need improvement.	Quizzes Written assignments Classroom exercises
6	recognize the benefits of effective teamwork for the individual, employer and production company.	Quizzes Written assignments Classroom exercises
7	identify different types of interviews.	Quizzes Written assignments Classroom exercises
8	prepare for and successfully experience a mock interview for the entertainment industry	Quizzes Written assignments Classroom exercises
9	identify and research theatrical, film and television technical unions and industry web based job searches.	Quizzes Written assignments Classroom exercises

**III. COURSE CONTENT**

Estimated %	Topic	Learning Outcomes
<b>Lecture</b> (must total 100%)		
33.00%	Introduction to effective communication skills	1, 2
34.00%	Introduction to team building skills and best practices	3, 4, 5, 6
33.00%	Introduction to workforce interviewing requirements and the development of resumes	7, 8
<b>Lab</b> (must total 100%)		
28.00%	Effective Communication Skills -Using Clear Verbal Communication -Effective Written Communication on the Job -Business Letter -Non-verbal Communication	1, 2, 9
27.00%	Team Building Skills -Characteristics of an Effective Workplace Team -Developing Team Leadership Skills -Teamwork Survival Skills	3, 4, 5, 6
30.00%	Workforce interview preparation -Stages of a Job Interview -Preparing for a Job Interview -Understanding Job Postings -Examining Interview Questions -Job Interview Preparation with Role Play	7, 8, 9
15.00%	Theatrical, Film and Television Unions - IATSE -International Alliance of Theatrical Stage Employees, Moving Picture Technicians, Artists and Allied Crafts - NABET National Association of Broadcast Employees and Technicians - Apprenticeship Programs - Employability expectations Networking and Job websites: - lynda.com - <a href="https://www.reddit.com/r/techtheatre/">https://www.reddit.com/r/techtheatre/</a> - <a href="http://www.usitt.org/">http://www.usitt.org/</a> - <a href="https://www.indeed.com/q-Stagehand-jobs.html">https://www.indeed.com/q-Stagehand-jobs.html</a>	2, 6, 8, 9

**IV. TYPICAL ASSIGNMENTS****A. Writing assignments**

Writing assignments are required. Possible assignments may include, but are not limited to:	
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1	written resumes and job applications.
2	outline of sample interview questions for preparation of mock interview.

**B. Appropriate outside assignments**

Appropriate outside assignments are required. Possible assignments may include, but are not limited to:	
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1	visiting work sites and discussion interviewing with human resources professionals.
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2	visiting an industry workplace and job shadowing a position similar to the one being sought.
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C. Critical thinking assignments

Critical thinking assignments are required. Possible assignments may include, but are not limited to:	
1	participating in role playing exercises for team building and interviewing techniques.
2	analyzing past academic and work experience to determine the best phrasing on a resume.

V. METHODS OF INSTRUCTION

Methods of instruction may include, but are not limited to:

- Distance Education – When any portion of class contact hours is replaced by distance education delivery mode (Complete DE Addendum, Section XV)
- Lecture/Discussion
- Laboratory/Activity
- Other (Specify) Reading and evaluating job postings.
- Optional Field Trips
- Required Field Trips

VI. METHODS OF EVALUATION

Methods of evaluation may include, but are not limited to:

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Essay Exam           | <input checked="" type="checkbox"/> Classroom Discussion    | <input checked="" type="checkbox"/> Skill Demonstration |
| <input checked="" type="checkbox"/> Problem Solving Exam | <input checked="" type="checkbox"/> Reports/Papers/Journals | <input checked="" type="checkbox"/> Participation       |
| <input type="checkbox"/> Objective Exams                 | <input checked="" type="checkbox"/> Projects                | <input checked="" type="checkbox"/> Other (specify)     |

Writing resumes and presenting them to the class.

VII. REPRESENTATIVE TEXTS AND OTHER COURSE MATERIALS

Ryan, Robin. 60 Seconds and You're Hired!. Revised ed. Penguin, 2016.

Anthony, Rebecca, and William Coghill-Behrends. Getting Hired: A Student Teacher's Guide to Professionalism, Resume Development and Interviewing. 2nd ed. Kendhall Hunt, 2014.

Leonard, Kelly, and Tom Yorton. Yes, And: How Improvisation Reverses "No, But" Thinking and Improves Creativity and Collaboration - From The Second City. HarperBusiness, 2015.

Volz, Jim. Working in American Theatre: A Brief History, Career Guide and Resource Book for over 1000 Theatres. 2nd Edition ed. Bloomsbury Methuen Drama, 2011.

**VIII. STUDENT MATERIALS FEES**

No  Yes

**IX. PARALLEL COURSES**

College	Course Number	Course Title	Units
Butte College	OLS 324	Workplace Communication	85 hours

**X. MINIMUM QUALIFICATIONS**

**Non-Credit Course:**  
 Any bachelor's degree and two years of professional experience, or any associate degree and six years of professional experience.

**XI. ARTICULATION INFORMATION**

A. Title V Course Classification:

1. This course is designed to be taken either:

- Pass/No Pass only (no letter grade possible); or
- Letter grade (P/NP possible at student option)

2. Degree status:

Either  Associate Degree Applicable; or  Non-associate Degree Applicable

B. Moorpark College General Education:

1. Do you recommend this course for inclusion on the Associate Degree General Education list?

Yes:  No:  If YES, what section(s)?

- A1 - Natural Sciences - Biological Science
- A2 - Natural Sciences - Physical Science
- B1 - Social and Behavioral Sciences - American History/Institutions
- B2 - Social and Behavioral Sciences - Other Social Behavioral Science
- C1 - Humanities - Fine or Performing Arts
- C2 - Humanities - Other Humanities
- D1 - Language and Rationality - English Composition
- D2 - Language and Rationality - Communication and Analytical Thinking
- E1 - Health/Physical Education
- E2 - PE or Dance
- F - Ethnic/Gender Studies

C. California State University(CSU) Articulation:

1. Do you recommend this course for transfer credit to CSU? Yes:  No:

2. If YES do you recommend this course for inclusion on the CSU General Education list?

Yes:  No:  If YES, which area(s)?

A1  A2  A3  B1  B2  B3  B4   
 C1  C2  D1  D2  D3  D4  D5  
  
 D6  D7  D8  D9  D10  E

D. University of California (UC) Articulation:

1. Do you recommend this course for transfer to the UC? Yes:  No:
2. If YES do you recommend this course for the Intersegmental General Education Transfer Curriculum (IGETC)? Yes:  No:

IGETC Area 1: English Communication

- English Composition
- Critical Thinking-English Composition
- Oral Communication

IGETC Area 2: Mathematical Concepts and Quantitative Reasoning

- Mathematical Concepts

IGETC Area 3: Arts and Humanities

- Arts
- Humanities

IGETC Area 4: Social and Behavioral Sciences

- Anthropology and Archaeology
- Economics
- Ethnic Studies
- Gender Studies
- Geography
- History
- Interdisciplinary, Social & Behavioral Sciences
- Political Science, Government & Legal Institutions
- Psychology
- Sociology & Criminology

IGETC Area 5: Physical and Biological Sciences (mark all that apply)

- Physical Science Lab or Physical Science Lab only (non-sequence)
- Physical Science Lecture only (non-sequence)
- Biological Science
- Physical Science Courses
- Physical Science Lab or Biological Science Lab Only (non-sequence)
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- Biological Science Courses
- Biological Science Lab course
- First Science course in a Special sequence
- Second Science course in a Special Sequence
- Laboratory Activity
- Physical Sciences

IGETC Area 6: Language other than English

- Languages other than English (UC Requirement Only)
- U.S. History, Constitution, and American Ideals (CSU Requirement ONLY)
- U.S. History, Constitution, and American Ideals (CSU Requirement ONLY)

**XII. REVIEW OF LIBRARY RESOURCES**

- A. What planned assignment(s) will require library resources and use?

The following assignments require library resources:

Research, using the Library's print and online resources, on such topics as unions and production companies, 1099 employment, and how to read job postings.

- B. Are the currently held library resources sufficient to support the course assignment?

YES:  NO:

If NO, please list additional library resources needed to support this course.

**XIII. PREREQUISITE AND/OR COREQUISITE JUSTIFICATION**

TTHA M900: Not Applicable

**XIV. WORKPLACE PREPARATION**

Required for career technical courses only. A career technical course/program is one with the primary goal to prepare students for employment immediately upon course/program completion, and/or upgrading employment skills.

Detail how the course meets the Secretary of Labors Commission on the Achievement of Necessary Skills (SCANS) areas. (For a description of the competencies and skills with a listing of what students should be able to do, go to:

<http://www.ncrel.org/sdrs/areas/issues/methods/assment/as7scans.htm>)

The course will address the SCANS competency areas:

1. Resources: the students will develop resumes and portfolios for presentation to potential employers.
2. Interpersonal: the students will interact with peers and instructor in interactive role playing exercises.
3. Information: the students will research job websites and examine postings for open positions.

4. Systems: the students will participate in team building exercises to explore the dynamics of teams and leaderships.
5. Technology: the students will utilize computers and technologies specific to their industry goals.

The course also addresses the SCANS skills and personal qualities:

1. Basic Skills: the students will write resumes and letters to employees.
2. Thinking Skills: the students will participate in team building exercises and evaluate job postings.
3. Personal Qualities: the students will interact with peers and the instructor as they develop interviewing skills in role playing exercises.

#### XV. DISTANCE LEARNING COURSE OUTLINE ADDENDUM

TTHA M900: Not Applicable

#### XVI. GENERAL EDUCATION COURSE OUTLINE ADDENDUM

TTHA M900: Not Applicable

#### XVII. STUDENT MATERIALS FEE ADDENDUM

TTHA M900: Not Applicable

#### XVIII. REPEATABILITY JUSTIFICATION TITLE 5, SECTION 55041

Please check all that apply:

1. This is a course in which the **content differs** each time the course is offered. For the course in which the content may change significantly after a period of time, there must be a mechanism for ensuring that when a student wants to re-enroll, the content is different from the last time the student took the course. Indicate in the course description the circumstances that would permit repetition.
2. This is an **activity course** where the student meets course objectives by repeating a similar primary educational activity and the student gains an expanded educational experience each time the course is repeated for the following reasons:
- Skills or proficiencies are enhanced by supervised repetition and practice within class periods; or
  - Active participatory experience in individual study for group assignments is the basic means by which learning objectives are obtained.

NOTE: Foreign language courses, for-credit ESL courses, and non-degree-applicable basic skills courses are NOT considered activity courses and therefore cannot be repeated.

3. This is a **physical education activity course**.

NOTE: Activity courses which involve the same primary educational activity (e.g., golf) or different levels of the same activity (e.g., beginning and intermediate golf), must combine all enrollments across

all of these similar courses for purposes of the four enrollment repeatability limitation. In other words, a student may not enroll in beginning and intermediate golf four times each, but may enroll in these golf courses for a total of four times.

4. This is a **visual or performing arts courses** in music, fine arts, theater or dance.

**NOTE:** An exception is made for activity courses in the visual and performing arts in the same area (e.g., piano) that are a part of a transfer sequence (documentation maybe required). Students may repeat each level of each course (e.g., Piano 1, 2 and 3) up to three times for a total of four enrollments in each course.

## **XIX. CURRICULUM APPROVAL**

Course Information:

Discipline: TECHNICAL THEATRE

Discipline Code and Number: TTHA M900

Course Revision Category: New Course

Course Proposed By:

Originating Faculty John Loprieno 02/20/2017

Faculty Peer: Brian Koehler 02/20/2017

Curriculum Rep: Candice Larson 02/23/2017

Department Chair: John Loprieno 02/20/2017

Division Dean: Helga Winkler 02/21/2017

Approved By:

Curriculum Chair: Jerry Mansfield 04/09/2017

Executive Vice President: \_\_\_\_\_

Articulation Officer: Letrisha Mai 04/20/2017

Librarian: Mary LaBarge 03/01/2017

Implementation Term and Year: Fall 2018

Approval Dates:

Approved by Moorpark College Curriculum Committee: 04/04/2017

Approved by Board of Trustees (if applicable): 05/09/2017

Approved by State (if applicable): 04/27/2018