

THA 2210 ~ INTRODUCTION TO COSTUMING

Karen Eisenhour
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*Note: this is the phone number for the main office you will need to leave a message for me. Please be sure you leave your name, number and mention **my** name in your message, as this is how all faculty members are now being contacted and we need to be as clear as possible.

***If you contact me by email please be sure to put the course number (or name) in the subject line in addition to the subject of the email please do not leave this blank in your email. Examples for subject line: Class absence/sick ~ Costuming or Project 1 questions THA 2210. This will help me track our correspondence in a more efficient way. Thanks!**

Spring 2018 Office Hours

Monday 10:00 – 11:30
Wednesday 10:00 – 11:30
Friday 11:00 – 12:00
Or by Arrangement

Note ~ due to various committees I am on, I may have a meeting during my office hours. I will gladly arrange an alternate meeting time.

Textbooks:

Ingham & Covey, THE COSTUME TECHNICIAN'S HANDBOOK

A binder containing handouts and project instructions will be assigned. The binder will be returned to me at the end of the course.

A binder of fabric swatches will be assigned. The binder will be returned to me at the end of the course.

Catalog description:

Introduction to Costuming. (3-3-3) S. The basic techniques required for theatrical costume construction. Students will gain a basic working knowledge of the costume shop, including an understanding of patterns, fabric manipulation, and basic sewing skills.

Course Objectives:

Theatre Arts 2210 is a course designed to meet the following objectives:

- ❖ To gain a basic understanding of the function of a theatrical costume shop
- ❖ To develop skills in hand and machine sewing for theatrical costume construction
- ❖ To develop skills in understanding patterns and fabric manipulation

Attendance Policy:

You will be allowed **2 absences**. **Every unexcused absence beyond this will result in a 20-point loss from your final grade.** Please note, being late not only disrupts the class you will my wonderful opening words of wisdom. Please keep in mind that **if you are tardy two times this will equal one absence.** If you are ill or have another excused absence (see college catalog), see me as soon as possible and I will not deduct the 20 points from your grade. If you are ill you must call in **BEFORE** class to notify me and/or contact me by email. I will not accept contact from a second-hand source, so please do not relay messages from friends etc. If you do, this will not count as officially contacting me, you must follow through the contact yourself.

***If you sleep during the class...this is considered an absence. Note, if you leave early without any previous permission, this is considered an absence.**

Note: if you are more than 15 minutes late you will be recorded as absent.

IF YOU ATTEND EVERY CLASS, YOU WILL HAVE 20 POINTS ADDED TO YOUR FINAL GRADE.

Cell Phone Policy:

Cell phones, and electronic devices are not allowed in this class. If you have a situation where you must be available to be contacted by phone please let me know so appropriate arrangements can be made.

This also means you are not allowed to Text in my class. Please keep your focus on the class itself and do not distract those around you or yourself.

COSTUME SHOP HOURS:

Mon. 1:00-6:00
Tues. 4:00-6:00
Wed. 1:00-6:00
Thurs. 4:00-6:00
Fri. 1:00-6:00

Extra hours will be posted as needed.

Assignments:

Assignments are to be done **IN CLASS**. I **will not** allow projects to be taken out of the costume shop, please keep this in mind when budgeting your time in class. If you take a project out of class, **50 points** will be deducted from your grade for that project. I **will not** accept late projects unless of course you speak to me well in advance of the due date. If there are acceptable reasons, we will set a new due date at this time. You may come in and work when the shop is open*. Please keep in mind the costume shop does need to produce the shows as well as accommodate the class needs. Please do not interfere with the build of a show. If you are in during shop time, please ask where you may work that will not interfere with the show build. Also, please keep questions to a minimum during shop hours, this includes questions of the student staff, again this is to limit interference with the show builds. If I have free time to answer your questions however, I will be more than happy to do so. If you are in during shop hours, you may have to wait a little before I can help you.

**Often times I will work late at night and you will be welcome to attend any night calls as well as any morning calls that are extra. To see the extra hours, look at board outside the Costume Shop by the big rolling door or by the irons, as I will post signs there as well. Again, note if I am here for production work that means we need to focus on this area but I will answer questions when I can.

Note: You will be able to come in and work during my office hours. If I am not in the shop already, please come up to my office and I will be in the shop ASAP.

Also note: I will offer night calls dedicated specifically to class (as I deem necessary) to help complete the various projects.

Note: You will only be allowed to make up a test if you have an excused absence and you have contacted me before the class period the test is given.

Note: During examinations, you are not allowed to have any electronic devices out (Unless previous arrangements are made)

Assignments are to be handed in at the beginning of the class period they are due, unless otherwise indicated.

Grading:

*Shop work.....	210	points
Project 1	100	points
Project 2.....	150	points
Project 3.....	200	points
Final project.....	300	points
4 tests @ 100 points each.....	400	points
Total	1360	points

Grading scale:

A= 1360-1224

B=1223-1088

C=1087-952

D=951-816

F= 815 – 0

***210 points of your grade are shop work. This can be accomplished in 2 ways.**

1. Put in 30 hours of **quality** work into the costume shop. (This is about 3.5 hours a week if done over the entire semester) I ask that you commit to at least 2-hour time blocks to allow you to work productively on a project. I will ask that you sign up for specific times that you will work in the shop so I can plan work accordingly however, you are more than welcomed to come in extra. You will be asked to sign in to keep track of your hours. Work attitude, quality and time management is considered when the points are assigned. *** I would like you to complete at least 90% of your hours during the show builds if this does not happen it can affect your grade in this area. The shop hours/available work will most likely reduce after the last show opens.**

2. Be a member of the costume running crew for one of the productions this semester. Again, your grade will be given on quality of work & attitude. Please keep in mind once you sign up you are committed to your show and are expect to attend crew view, dress rehearsals, photo calls and every performance. You will also be expected to show up about 1 hour before the cast and will stay after the performance to do laundry and complete your crew responsibilities. You will also be expected to participate in strike following the last performance. A signup sheet will be passed around in class and then posted on the callboard to allow you time to confirm your schedules. This will be done the class following the auditions and after the cast list has been posted. If you know you are not auditioning and you want to be on a crew, see me, you may sign up before this date if you wish.

*Note: Dress rehearsals & crew views will be set at a later date and I will let you know once they are set.

Theatre Arts Production Schedule Spring 2018

Dancing at Lughnasa by Brian Friel

**February 21, 22, 23, 24, *7:30 p.m.
February 25 • 2 p.m.
Black Box Theater**

Brighton Beach Memoirs by Neil Simon

**April 18, 19, 20, 21 • 7:30 p.m.
April 22 • 2 p.m.
The Theater**

Gruesome Playground Injuries by Rajiv Joseph

February 8, 9, 10

*This does not have costume crew, however, I wanted to be sure you are all aware of this production

PROJECT INFORMATION *There is a course fee associated with this class.

The theatre department will supply a sewing kit, notions & fabric for the following projects. When working on your projects, please use the supplies purchased with the course fees. Please do not use Costume Shop supplies for your class projects unless permission is given. If you work on the show projects, then shop supplies will be used. This is done so we can keep track of budgets.

PROJECT 1

This consists of the following items:

HAND SEWING:

Slip stitch, Whipstitch, Cross-stitch, Hook & Bar, Snap, Button

MACHINE SEWING:

Machine control, Regular seam, French seam, Flat felled seam, Single top stitched seam, Double top stitched seam, Ditty bag.

PROJECT 2

This will consist of the following items:

Notching exercise, Clipping exercise, Gathering, "Anything bag", dart sample (straight leg, convex leg, contour)

PROJECT 3

This project is a simple robe. You will be provided with a pattern, commercial instructions and fabric. This will allow you to learn how to follow commercial pattern instructions before starting your final project.

****If you do not like the fabric supplied, you may buy your own at Wal-Mart or any other fabric store using the following criteria.**

1. You must select 100% cotton fabric.
2. You must select a fabric with a right and wrong side (5 yards will be enough)

You also want to keep track of your own supplies. Be sure you put things away in your designated "cubbies". You will be responsible for replacing lost items. Please label your tools. Everyone has the same things in their kits, when you are all working; it is easy to mistake your tools with someone else. You may borrow a sharpie and put your initials etc., if you wish, on your tools in your kit.

The theatre will not supply fabric or notions for the following project. In turn, the following project can be done out of any fabric you choose therefore you have complete control over the expense. You can find limited fabric, patterns and notions at Wal-Mart in Charleston and Mattoon. There are other fabric stores in the surrounding towns if you cannot find something there you like. Please budget accordingly; not having the supplies on time will be a problem. Also note, since your skill level has improved over the course of the semester, your final project should reflect this.

FINAL PROJECT: YOU MUST HAVE MY APPROVAL FOR YOUR FINAL PROJECT.

Note: the final project must fit you, as you will need to model it for the final.

Work with a commercial pattern, one that is more difficult since your skills have improved. Change the pattern in some way (optional), cut, construct and alter the garment and have some form of fabric manipulation. Options for projects: pants, shirts with set in sleeves and front opening, dress or any other project you may want to attempt. We do have some patterns available in the shop if you choose to, you may use one of these, let me know. If you use a shop pattern, you must transfer the pattern on to paper first to preserve the pattern itself. This is an option that is available to you with your own patterns as well if you prefer to work with the stronger paper vs. tissue paper.

EXTRA CREDIT OPTIONS.... UPON APPROVAL, CHOOSE ONE TO EARN UP TO 25 POINTS

1. Be on a costume running crew for a show. (This is above the shop requirements; there is no "double dipping")
2. Put in 25 extra hours in the costume shop.
3. Sew an additional garment (this must be approved) and constructed in the costume shop as any class project will be.

THE MOST IMPORTANT THING WITH THESE PROJECTS IS TO HAVE A GOOD TIME WITH THEM AND RELAX BECAUSE YOU CAN DO THIS.... I PROMISE!

ALL PAPERS, EXAMS, PROJECTS AND EXTRA CREDIT PAPERS/PROJECTS NOT PICKED UP BY STUDENTS WILL BE RETAINED IN MY OFFICE FOR ONE YEAR. AFTER THAT TIME THESE RECORDS WILL BE DESTROYED.

General Classroom Policies:

1. During class no personal listening devices will be allowed. We will also not have music playing on days that we work in the class. This is set up so all can hear my instructions and communication can happen easily. Computers may be used for the purposes of taking notes however, there will be some need to draw diagrams when taking notes, so please be sure you have a source to do this.
2. Please limit questioning your peers when working on the machines/hand sewing. Please use me as the main resource and allow your peers to work on their own projects. Also note they may not have the correct answer and it may throw you off some! ☺
3. Understand that during lab, I will make comments that everyone can hear. Please be aware you should stop and listen, as these are instructions or helpful hints that may make your projects easier. That being said, I am a firm believer that if 1 person has a question, at least 3 others have the same so if you ask, I will bring it to the class attention, not to single you out but to help the others in the class.

4. If there is a problem with your sewing machine, please DO NOT try to fix it on your own. Please get my attention, do not cut any threads or take anything out as it may cause the problem to worsen.
5. You must take (and pass) the costume shop safety test before you can work on your projects or in the costume shop. If you did not take the test during the class time that was allotted, you may come into the shop any time before the first day scheduled to work in the class. If the safety test has not been taken and passed, you will not be allowed to participate in the classroom activities.

THE SAFETY TEST IS GOOD FOR 1 ACADEMIC YEAR, SO, IF YOU HAVE TAKEN THE **COSTUME SHOP** SAFETY TEST IN THE FALL YOU DO NOT NEED TO RETAKE THE TEST AT THIS TIME.

6. You are expected to stay in class the entire time (unless otherwise instructed). This class runs from 8:30-11:00. Though breaks are permitted (please make me aware when you exit the classroom), they are not meant to socialize with your friends that are not in the class, go get food etc. I do want you to focus on the tasks at hand.
7. Food and drink **are not** allowed in the sewing machine area or on the cutting tables. We have one area by the patterns set up that can have drinks & food put on it **HOWEVER**, please police yourself and do not leave your food or drink there after class. Anything left will be disposed of.

Additional information to note~

Academic integrity ~ Students are expected to maintain principles of academic integrity and conduct as defined in EIU's Code of Conduct (<http://www.eiu.edu/judicial/studentconductcode.php>)

Students with disabilities ~ If you are a student with a documented disability in need of accommodations to fully participate in this class, please contact the Office of Student Disability Services (OSDS). All accommodations must be approved through OSDS. Please stop by Ninth Street Hall, Room 2005, or call 217-581-6583 to make an appointment.

The Student Success Center ~ Students who are having difficulty achieving their academic goals are encouraged to contact the Student Success Center (www.eiu.edu/~success) for assistance with time management, test taking, note taking, avoiding procrastination, setting goals, and other skills to support academic achievement. The Student Success Center provides individualized consultations. To make an appointment, call 217-581-6696, or go to 9th Street Hall, Room 1302.

TENTATIVE SCHEDULE THA 2210

***If we finish a lecture earlier, I will 'bump up' the next lecture, which will allow for additional 'in class' time to work on the hands on projects.**

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| Jan. | 9 | Introduction to class/syllabus. Safety test/liability release forms (costume shop) |
| | 11 | Lecture how the costume shop functions & how the backstage crew operates.
Reference pg. 33 – 35 (Drafting Lab) |
| | 16 | Tool ID (Drafting Lab) |

Auditions for *Brighton Beach Memoirs* will be held on Tuesday, January 16 at 6:30 p.m. in The Theatre in Doudna Fine Arts Center.
Registration begins at 5:30 p.m. in The Globe Studio, DFAC 1080.

Call backs will be held on Wednesday, January 17, 2018 in The Theatre and The Globe of the Doudna Fine Arts Center from 6:30-9:30pm.

Cast list will be posted outside the Theatre Dept. Office (DFAC 2080) by Noon on Thursday, January 18, 2018.

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| 18 | Measurement lecture & execution (costume shop) |
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- *Please do not wear bulky clothes on this day, as you will be measuring one another. Please do not wear a skirt or dress this day, as some measurements will be awkward to take & have taken**

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|----|---|
| 23 | TEST 1 (will cover up to and through the measurement lecture) (Drafting Lab) |
| 25 | Project 1: Demo Hand sampler Work hand sampler (Drafting Lab) |

- 30 Lecture sewing machine ~ Demo Machine sampler (costume shop)
- Feb. 1 Demo continued/work project 1 (costume shop)
- 6 Fabric Lecture Reference pgs. 77 – 95 (Drafting Lab)
- 8 Fabric cont. (Drafting Lab) *if there is time left over we can go to the costume shop and work on project 1
- 13 **Test 2** (will cover fabric, information regarding the hand & machine sewing lecture and demo) (COSTUME SHOP)
***Note, test information may cross over from previous exams as the information in this class serves as a 'building block' to the next topic**
 (If you finish early you may work on the hand-sewing portion of project 1 until everyone else is finished then you may work on the machine portion of project 1)
- 15 Work Project 1 (costume shop)
- 20 Demonstrate clipping, notching & gathering (costume shop) **Due: Project 1**
- 22 Demo cont. Work Project 2 (costume shop)
- 27 Pattern lecture (Drafting Lab)
- Mar. 1 Pattern lecture (Drafting Lab)
- 6 **Test 3** (will cover pattern lecture) (COSTUME SHOP)
***Note, test information may cross over from previous exams as the information in this class serves as a 'building block' to the next topic**
 (When you finish you may quietly work on project 2 you can cut/trace/prep. When everyone is finished, you may work on the machines)
- 8 Work Project 2 (costume shop)
- 13 SPRING BREAK
- 15 SPRING BREAK
- 20 Fabric manipulation lecture (Drafting Lab)
- 22 Work project 2 (costume shop)
- 27 Review any information keep in mind the final test will focus on patterns and fabric manipulation however, keep in mind at this point all material may be covered as it applies to the material covered throughout class. **PROJECT 2 due at the end of class.**
- 29 **Test 4** (will cover patterns, fabric manipulation, practical experience) (COSTUME SHOP)
***Note, test information may cross over from previous exams as the information in this class serves as a 'building block' to the next topic**
 (Start work on project 3 quietly until everyone is finished with the test. You can iron fabric, patterns, pin pattern to fabric that you have already ironed, I will be available to check grain lines etc.)

Due: Proposed idea for final

Proposal ~ Go online to look up specific pattern(s) from McCalls, Simplicity, or Butterick. Then, cut and past the pattern front and back information into a document. It is important to have both so I can see the design and the pattern information on the back that lets us know size, closures, notions needed etc. Then for each pattern, be sure to explain why you want to do this garment and what type of fabric you think you want to work with. Be sure this document is typed.

- Apr. 3 Work Project 3 (costume shop)

- 5 Work Project 3 (costume shop)
- 10 Work Project 3 Due: **fabric for final project pre washed & prepped** (costume shop)
- 12 Transition day ~ You must hand in project 3 at the end of class~ Use this class as you see fit, you may either finish project 3 or work on final project or both!

Project 3 *when this project is returned, please keep it safe as you will need to model it for your final. You may leave it in the costume shop for safe keeping if you wish, we will have a designated area. (costume shop)

- 17 Work on Final project (costume shop)
- 19 Work on Final project (costume shop)
- 24 Work on Final project (costume shop)
- 26 Work on Final project (costume shop)

Your final project is due at the start of the final examination period.

Monday April 30 8:00 – 10:00

NOTE: Everyone is required to show up for this scheduled time frame, we will have a fashion show of everyone's designs and a critique. Be sure to bring your robe from project 3 back as well as your final project, if you have completed it early, had it graded and have taken it from the costume shop. If you do not follow the final presentation requirements, 50 points will be deducted from your final point total. Note: if you do not attend the final you will lose ALL of the final points (300) in addition to the previously mentioned 50 points for a total of a 350 point loss.

THANKS FOR ALL OF YOUR HARD WORK...HAVE A GREAT SUMMER, BE SAFE AND SEE YOU NEXT YEAR!!!

