

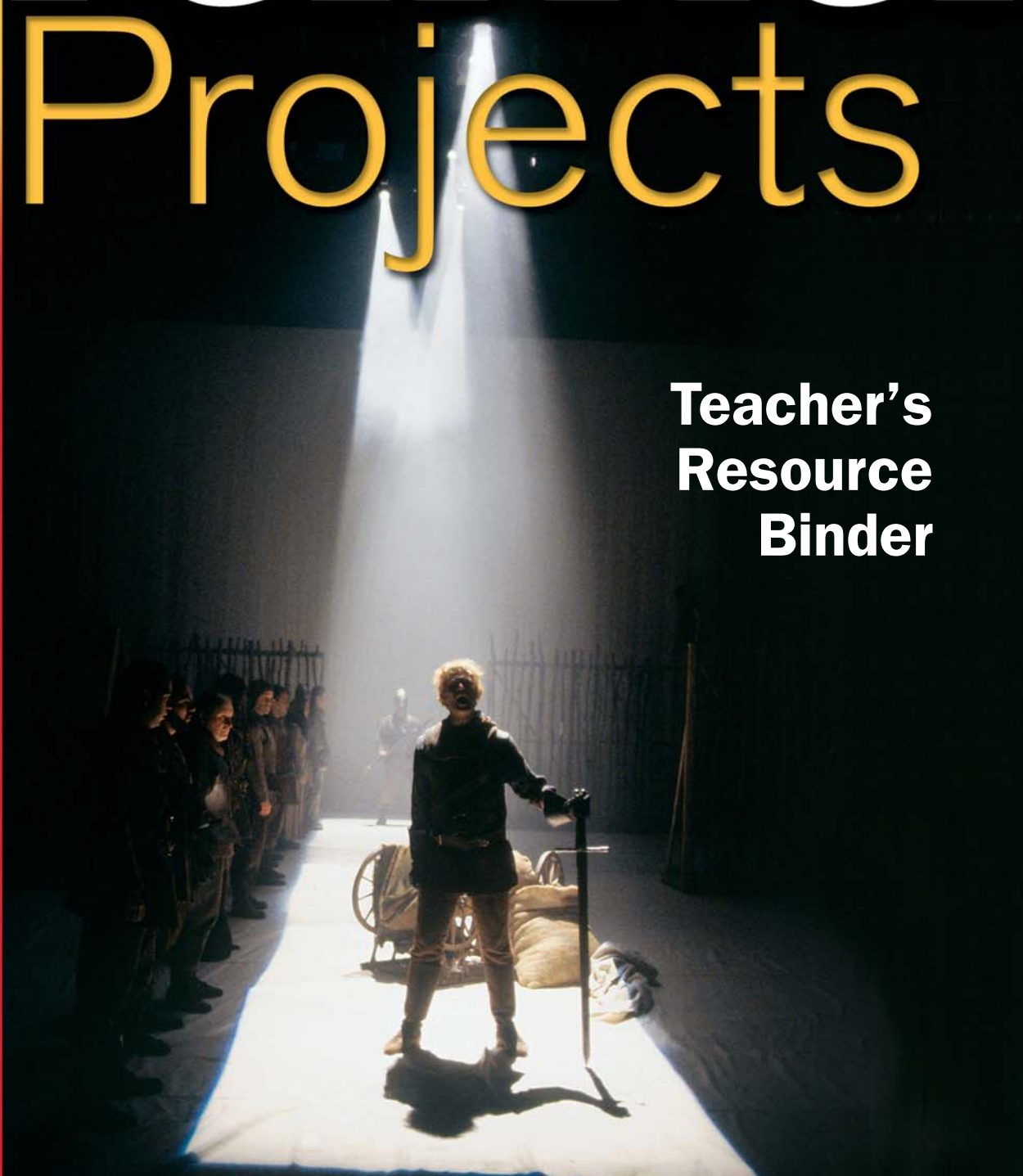


Basic

Drama

Projects

**Teacher's
Resource
Binder**



Perfection
Learning®

Table of Contents

Theatre Information Pack (TIPack)

Student Contract	A
Letter to Parents or Caregivers	B
Dealing with Stage Fright	C
Basic Theatre Terminology	D
Audience Etiquette	E
Voice Production Diagram	F
Performers' Etiquette	G
Crew Etiquette	H
Safety Rules and Reminders	I
Who's Who: Flow Chart of Theatre Personnel	J
Who's Who: Job Descriptions of Theatre Personnel	K
Stage Configurations: Proscenium, Thrust, Arena	L
Stage Diagram	M

Unit One Begin with the Basics

Chapter 1 Warm Up

Warm Up Activity Sheet	1
Trust Exercises Worksheet	2
Critique Sheet: Warm-up Routine	3
Chapter Test	4

Chapter 2 Observation

Observation Activity Sheet	5
Tapping Your Inner Resources Worksheet	6
Critique Sheet: Describe an Object	7
Chapter Test	8

Chapter 3 Pantomime

Pantomime Activity Sheet	9
Mime Games Worksheet	10
Critique Sheet: Pantomime	11
Chapter Test	12

Chapter 4 Improvisation

Improvisation Activity Sheet	13
Improvisation Guidelines and Games Worksheet	14
Critique Sheet: Short Scene Improvisation	15
Chapter Test	16
Unit One Test	17

Unit Two Elements of Acting

Chapter 5 Movement

Movement Activity Sheet	18
Stage Business Worksheet	19
Critique Sheet: Movement	20
Chapter Test	21

Chapter 6 Stage Directions

Stage Directions Activity Sheet	22
Moving in Character Worksheet	23
Critique Sheet: Stage Crosses	24
Chapter Test	25

Chapter 7 Voice Production and Articulation

Voice Production and Articulation Activity Sheet	26
Vocal Exercises Worksheet	27
Critique Sheet: Vocal Exercise	28
Chapter Test	29

Chapter 8 Ensemble Work

Ensemble Work Activity Sheet	30
Guidelines for the Ensemble Worksheet	31
Critique Sheet: Ensemble Work	32
Chapter Test	33
Unit Two Test	34

Unit Three Creating a Character

Chapter 9 Character Analysis

Character Analysis Activity Sheet	35
Finding Your Motivation Worksheet	36
Critique Sheet: High-Stakes Scene	37
Chapter Test	38

Chapter 10 Character Development

Character Development Activity Sheet	39
Finding the Subtext Worksheet	40
Critique Sheet: Characterizations in a Group Scene	41
Chapter Test	42

continued

Chapter 11 Dramatic Roles

Dramatic Roles Activity Sheet	43
Using Dialects Worksheet	44
Critique Sheet: Dramatic Scene	45
Chapter Test	46

Chapter 12 Comic Roles

Comic Roles Activity Sheet	47
Analyzing Humor Worksheet	48
Critique Sheet: Comic Monologue	49
Chapter Test	50
Unit Three Test	51

Unit Four The Play: From Vision to Reality

Chapter 13 The Playwright

The Playwright Activity Sheet	52
Aristotle's Elements of Drama Worksheet	53
Critique Sheet: Write a Scenario for a Play	54
Chapter Test	55

Chapter 14 The Director and Producer

Director and Producer Activity Sheet	56
Profiles of Management Personnel Worksheet	57
Critique Sheet: Director's Presentation	58
Chapter Test	59

Chapter 15 The Cast

The Cast Activity Sheet	60
Casting a Play Worksheet	61
Critique Sheet: Rehearsal Schedule	62
Chapter Test	63

Chapter 16 Blocking

Blocking Activity Sheet	64
Stage Pictures Worksheet	65
Critique Sheet: Blocked Scene	66
Chapter Test	67

Chapter 17 Attend a Play

Attend a Play Activity Sheet	68
Be a Theatre Critic Worksheet	69
Critique Sheet: Panelist's Performance	70
Chapter Test	71
Unit Four Test	72

Unit Five Technical Theatre

Chapter 18 Set Design and Construction

Set Design and Construction Activity Sheet	73
Painting Techniques Worksheet	74
Critique Sheet: Create a Set Design	75
Chapter Test	76

Chapter 19 Lighting

Lighting Activity Sheet	77
Script Analysis for Lighting Worksheet	78
Critique Sheet: Create a Lighting Plan	79
Chapter Test	80

Chapter 20 Sound

Sound Activity Sheet	81
Creating a Sound Library Worksheet	82
Critique Sheet: Create a Sound Effects Tape	83
Chapter Test	84

Chapter 21 Costumes

Costumes Activity Sheet	85
Create Your Own Costumes Worksheet	86
Critique Sheet: Create Costumes	87
Chapter Test	88

Chapter 22 Makeup

Makeup Activity Sheet	89
Fanciful Makeup Worksheet	90
Critique Sheet: Create Character Makeup	91
Chapter Test	92

Chapter 23 Props

Props Activity Sheet	93
Make Your Own Props Worksheet	94
Critique Sheet: Props for a Play	95
Chapter Test	96
Unit Five Test	97

Unit Six Theatre and Its Counterparts

Chapter 24 Musical Theatre

Musical Theatre Activity Sheet	98
From Book to Musical Worksheet	99
Critique Sheet: Pitch a Proposal for a Musical	100
Chapter Test	101

continued

Chapter 25 Other Theatre Forms

Other Theatre Forms Activity Sheet	102
Re-create a Classic Worksheet	103
Critique Sheet: Take Part in a Poetry Slam . . .	104
Chapter Test	105

Chapter 26 Stage to Film

Stage to Film Activity Sheet	106
Analyze Camera Techniques Worksheet	107
Critique Sheet: Scene for a Screenplay.	108
Chapter Test	109

Chapter 27 Movies

Movies Activity Sheet	110
Create a Storyboard Worksheet	111
Critique Sheet: Concept for a Screenplay	112
Chapter Test	113

Chapter 28 Television

Television Activity Sheet	114
Write an Idea for a Television Episode Worksheet	115
Critique Sheet: Write an Outline for a Television Episode.	116
Chapter Test	117

Chapter 29 Critique a Performance

Critique a Performance Activity Sheet	118
Critique a CD or Audiotape Worksheet.	119
Critique Sheet: Write a Critique and Discuss a Production	120
Chapter Test	121
Unit Six Test	122

Unit Seven Exploring Theatre History

Part One: The Dawn of Theatre Test	123
Part Two: The Middle Ages to 1800 Test	124
Part Three: 1800 to the Present Test	125
Unit Seven Test	126

Forms, Diagrams, and Handouts

Blocking Shorthand	127
Actor's Script Analysis	128
Director's Script Analysis: Plot and Theme . . .	129
Director's Script Analysis: Character and Setting.	130
Production Budget Form.	131
Resume Form	132
Casting Sheet.	133
Audition Evaluation Form	134
Set Designer's Script Analysis	135
Master Production Schedule.	136
Lighting Plot	137
Lighting Cue Sheet	138
Instrument Schedule	139
Sound Cue Sheet	140
Costume Designer's Script Analysis.	141
Pull/Rent/Buy/Borrow/Build List: Costumes . .	142
Female Figure Outline	143
Male Figure Outline.	144
Costume Plot.	145
Character Makeup Form	146
Prop Plot	147
Pull/Rent/Buy/Borrow/Build List: Properties . .	148
Lending Agreement	149
Camera Shots	150
Script Format	151

ANSWER KEY 152

Student Contract

Student Contract for the production of _____.

Work sessions, rehearsals, and performances will last approximately _____ weeks,
beginning on _____.

When you accept a role in a play or a position on a production crew, you have a serious responsibility to all the others in the show. In order to be successful, the play needs the skills of everyone involved. Read the following responsibilities carefully, and then sign below **ONLY** if you can meet them.

- 1 I will be on time for all rehearsals and working sessions and meet all deadlines.
- 2 I understand that rehearsals may be scheduled for after school, on weeknights, and on weekends.
- 3 I will be able to keep up my grades and turn in assignments for other classes on time, no matter when rehearsals are held.
- 4 I will not use my production responsibilities as an excuse for not doing homework or completing assignments for other classes in a timely fashion.
- 5 I will let my manager (artistic director, technical director, designer, or stage manager) know of any previously scheduled appointments that fall during rehearsal time, and I will not schedule any new appointments that would interfere with my production responsibilities.
- 6 I will read and follow all theatre safety rules.
- 7 I will work in a collaborative manner, being cheerful and cooperative at all times.
- 8 I will make sure that my parents or caretakers are aware of my responsibilities and production schedule.
- 9 I understand that failing to live up to these responsibilities could lead to dismissal from the production and/or a lower grade.

I _____ have read the student contract above
and agree to follow the responsibilities described therein.

Signature _____ Date _____

Letter to Parents or Caregivers

Dear _____,

Your student has enrolled in a theatre class in which he or she will gain confidence, work cooperatively with others, and be responsible for meeting deadlines for class assignments and play productions. The class will be both fun and rigorous, and, due to the nature of the subject matter, will at times require work after school, on school nights, and/or on weekends.

Your student is aware of the responsibilities that must be met in this class and has agreed to let you know as early as possible of any work that must be done after school hours. He or she has also agreed to keep up his or her grades and turn in assignments for other classes in a timely fashion. If your student does not volunteer it, you might ask to see the student contract he or she has been requested to sign.

In this class, students will learn about the essentials of acting, stagecraft, and types of drama and other entertainment, as well as theatre history. In addition, students may be asked to attend a play outside of class time and to participate in student productions. Major student productions require a great deal of outside help in areas such as creating costumes, finding props, and building sets. If you would like to volunteer for any of these tasks, please let me know.

Instructor _____ **Date** _____

9

Character Analysis Activity Sheet

Your character's name _____

External traits

Which of your character's external traits are similar to your own?

Internal traits

Which of your character's internal traits are similar to your own?

9**Finding Your Motivation Worksheet**

You know that when you improvise, you speak and act without the benefit of a script. In effect, you and your fellow improvisers create the script on the spot. This requires a fearless, spontaneous approach as well as the ability to draw on your past experiences. It also requires close attention to your scene partners. You must not only listen; you must concentrate fully. Below are some guidelines for improvising a scenario in which you fully engage the audience.

Getting Ready Before you begin, do the following:

1. Work with your fellow improvisers to set the character relationships and construct a beginning, middle, and end.
2. Create your individual character by answering these questions
 - Who am I? _____
 - What am I doing here? _____
 - How do I feel? _____
 - What do I want? _____
3. Nail down the boundaries of the conflict, and decide how your character will deal with the conflict.

Improvising To begin your improvised scenario, do the following:

1. Show, don't tell. Use dialogue and action to reveal the situation, not explanatory statements.
2. Set a character signature (vocal or physical) so that the audience can make a quick connection with your character. It might be a gesture, a vocal noise, a specific walk, or so on.
3. Stay in character! Always stay within the world you've set up and behave in the way your character would. Don't break character by laughing or mugging.
4. Never deny the onstage reality. Your response should always be "Yes, . . . and."
5. Avoid one-word responses that don't allow the action to move forward.
6. If you feel the action grinding to a halt, guide the improv back toward the goal.
7. Don't dominate the action, but don't shrink from it either. Remain an active participant.

9

Critique Sheet: High-Stakes Scene**Names of Classmates Evaluated**

1 _____ # 2 _____

Part 1 Take Notes.

Use the space below to take notes during your classmates' scene.

Part 2 Evaluate.

Rate your classmates' scene by checking the appropriate boxes in the chart below.

Ask Yourself	1 Needs Much Improvement	2 Needs Improvement	3 Average	4 Above Average	5 Outstanding
Could you tell how old the two characters were?					
Was their relationship to one another clear?					
What was each character's objective?					
How high were the stakes for each character?					
What did each character do to get what he or she wanted?					
Which character got what he or she wanted—and how was this achieved?					
Did one character appear stronger than the other?					

Part 3 Give an Overall Score.

Using the information above, give your classmates' scene an overall score on a scale from 1 to 5. Use 1 for "Needs Much Improvement" and 5 for "Outstanding." _____

Part 4 Explain the Score.

On another sheet of paper, write an explanation of the score you gave. Include constructive comments on both the strengths and weaknesses of the presentation.

9

Character Analysis Test

True/False 2 points each For each of the following items, write “T” if the statement is true and “F” if the statement is false.

- _____ 1. An actor’s job is one of artistic selectivity.
- _____ 2. An actor rarely plays a dual role.
- _____ 3. Characterization is almost always a strain.
- _____ 4. A motivation and an obstacle are necessary for creating conflict.
- _____ 5. The higher the stakes, the less motivated the characters become.
- _____ 6. Motivation should not determine a character’s objectives.
- _____ 7. Internal traits are defined by mental, spiritual, and emotional characteristics.
- _____ 8. External traits include posture, movement, mannerisms, and mode of dress.
- _____ 9. An actor should try to go beyond stereotypes when developing a character’s external traits.
- _____ 10. A character’s internal traits are reflected in his or her motivating desire.

Short Answer 5 points each Answer these questions in two or three complete sentences.

11. In what ways are family, environment, and occupation clues to internal traits ?

12. What can external traits communicate about a character?

Essay 20 points Use a separate sheet of paper to answer the following question in about three well-organized paragraphs.

How do internal and external traits shape a character’s actions?

Blocking Shorthand

Use the following symbols when blocking scenes.

U = upstage

C = center stage

R = stage right

D = downstage

L = stage left

Ⓐ = Ann (circle the first letter of the character's name)

L = look

O = around

L↔L = look at each other

@ = at

↪ = path of cross

bf = before

... = pause

by = business

pu = pick up

X = cross

P→ = push

coX = counter-cross

R = rise

ent = enter

\$ = sit

ex = exit

< = speak

fr = from

\$ = stand

G→ = give

┃ = stop

K = kneel

T = take

// = lean

2 = to

L = lie down

∞ = turn

w/ = with

┌ = bed

∧ = door

st = step

▣ = window

h = chair

M = sofa

π = table

Actor's Script Analysis

Ask and answer the following questions as you read your chosen play.

Name of play _____

My character _____

1. What is the time period of the play?

2. When and where does the action of the play occur?

3. What happens during the course of the play?

4. What are my character's personality traits?

5. What are my character's objectives?

Production Budget Form

Production _____

Business Manager _____

Performance dates _____

Income	Estimated	Actual
Ticket Sales		
Adult # _____ \$ _____ ea.		
Child # _____ \$ _____ ea.		
Student # _____ \$ _____ ea.		
Program ads		
Concessions		
Donations /other fundraising		
TOTAL		

Expenses	Estimated	Actual
Royalties _____ performances \$ _____ ea.		
Scripts \$ _____ ea.		
Publicity		
Programs		
Tickets		
Rental Space		
Scenery		
Properties		
Lighting		
Sound		
Costumes		
Makeup		
Ushers/Box Office/Janitorial		
Miscellaneous		
TOTAL		

NET INCOME (Income less Expenses)		
--	--	--

Master Production Schedule

Use a calendar and this worksheet to prepare your master production schedule. Note the scheduled dates for each task, who is responsible for completing the task, and any other issues related to the task. Transfer the tasks to the calendar and give a copy to everyone involved.

Date	Task
	Prepare an estimated budget.
	Select a play.
	Request rights and order play scripts.
	Post audition information.
	Prepare the prompt book.
	Analyze the play.
	Select the production team.
	Refine the production concept.
	Distribute play scripts.
	Create a ground plan.
	Hold production meetings.
	Determine rehearsal and production schedules.
	Conduct auditions and callbacks.
	Cast the show.

Date	Task
	Create and define designs for scenery, lights, and costumes.
	Coordinate publicity campaign.
	Order tickets.
	Conduct rehearsals.
	Build set and props.
	Hang, focus, and run lights.
	Prepare, set up, and run sound.
	Begin costume production.
	Shift scenery and props.
	Create makeup.
	Coordinate final, tech, and dress rehearsals.
	Call the show.
	Manage the house.
	Strike the set (postproduction).