

## Liverpool John Moores University

Title: Essential Stage Management  
Status: Definitive  
Code: **4537TPR** (124068)  
Version Start Date: 01-08-2021

Owning School/Faculty: Liverpool Screen School  
Teaching School/Faculty: Liverpool Institute for Performing Arts

Team	Leader
Mark Smith	

**Academic Level:** FHEQ4  
**Credit Value:** 20  
**Total Delivered Hours:** 140  
**Total Learning Hours:** 200  
**Private Study:** 60

### Delivery Options

Course typically offered: Standard Year Long

Component	Contact Hours
Lecture	27
Practical	100
Seminar	9
Tutorial	2
Workshop	2

**Grading Basis:** 40 %

### Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Reflection	-	Continual Assessment	50	
Portfolio	-	Portfolio and Self-Evaluation	50	

### Aims

*The aim of this course is to introduce the organisational patterns, skills, and knowledge essential to execute the stage managers duties in pre-production work, rehearsal, and performance of theatrical productions. The course will look at the roles of each of the stage management team. It will give the student an opportunity*

*to experience making up a prompt copy, the principles of blocking, finding and creating properties and as well as giving you a basic introduction to understanding a scale floor plan and operating flying systems. The student will learn about the protocol of calling a show and be expected to operate within professional standards of behaviour. They will learn how the role of the SM team fits into the production as a whole including how they work alongside actors, designers, directors and production managers. The module will introduce the learner to the health and safety expectations and regulations that fall within the responsibilities of the stage management team.*

## **Learning Outcomes**

After completing the module the student should be able to:

- 1 Differentiate, evaluate and employ the roles and responsibilities of the stage management team.
- 2 Participate in, and document production processes, testing best working practice in industry; creating the required supporting paperwork. Analyse a text using effective production methodology and terminology
- 3 Research and discriminate period detail and social context when making and buying properties
- 4 Assess and record progress and apply self-evaluation methodology.
- 5 Employ and evaluate good health and safety practice

## **Learning Outcomes of Assessments**

The assessment item list is assessed via the learning outcomes listed:

Continual Assessment	1	2	5
Portfolio & Self-Evaluation	3	4	

## **Outline Syllabus**

*An Introduction to the roles of the stage management team and how they fit in to the rest of the production team and with the production process.*

*Theatre terminology.*

*Reading and understanding a text identifying the challenges and issues it presents to the stage management team.*

*Preparing a book, recording rehearsal notes and blocking*

*Understanding scale ground plans and marking up a rehearsal space*

*The role of the stage manager and production manager, specifically in relation to people management skills.*

*Making up a props list, finding rehearsal props, marking up a props table & introduction to flying including rigging and flying of flats, legs and borders on both hemp and counterweight systems.*

*The roles of related departments, specifically the design department*

*Health and safety legislation for stage managers Tour of Liverpool performance venues as well as all the relevant areas in LIPA and Hope Street, including a brief*

*user's guide to the Paul McCartney Auditorium and Sennheiser Studio theatre.*

## **Learning Activities**

The module leader will deliver the course through a series of lectures and seminars introducing the students to the roles and responsibilities of the stage management team, highlighting the technical and creative contributions required to manage creativity. There will be a number of field trips introducing the learner to the performance spaces in Liverpool and how these venues are supported by stage management. As much possible the module will be delivered by practical workshops highlighting rehearsal processes; marking up ground plans, recording blocking, negotiating with directors. There will be a number of quizzes testing and highlighting theatre terminology. Workshop activities will also introduce the student to basic prop making skills. The assessment will be based on the student being allocated a stage management role on a LIPA production where they will be observed and have the opportunity to discuss their role during tutorial sessions. They will produce a portfolio of supporting technical paperwork and a self-evaluation. They will also be assessed on a hypothetical prop-buying task encouraging the student to develop research skills and an awareness of period detail and social context.

## **Notes**

Richard Reddrop is the Module Leader.