

Form Version: February 2001

EFFECTIVE TERM: Fall 2002

**PALOMAR COLLEGE**  
**COURSE OUTLINE OF RECORD FOR**  
**DEGREE CREDIT COURSE**

x  Transfer course     x  A.A. degree applicable course

**COURSE NUMBER AND TITLE:**    Dance 165: Production Management

**UNIT VALUE:** 1.5, 2

**MINIMUM NUMBER OF SEMESTER HOURS:** 48, 64

**BASIC SKILLS REQUIREMENTS:**

Appropriate language skills.

**ENTRANCE REQUIREMENTS:**

**PREREQUISITE:** None

**COREQUISITE:** None

**RECOMMENDED PREPARATION:** None

**SCOPE OF COURSE:**

Principles and methods of organization, operation, promotion, programming, publicity, ticket sales, box office records, public relations and graphics. Practical experience in college and community dance productions.

**SPECIFIC COURSE OBJECTIVES:**

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

1.    Apply principles and methods of organization, promotion, and programming as related to the presentation of college and community dance production;
2.    Take responsibility for a production objective and follow it successfully to completion;
3.    Organize and delegate specific elements of management tasks;
4.    Identify, evaluate and understand the artistic needs of a production staff and the production itself.

**CONTENT IN TERMS OF SPECIFIC BODY OF KNOWLEDGE:**

- I.    This course consists of practical hands-on experience in any combination of the following areas:
  - A.    Promotion
    1.    Preparation of graphics for posters, programs

- 2. Preparation of publicity, press releases
- 3. Organization of public relations affairs
- 4. Program announcements and advertising
- B. Costuming
  - 1. Purchasing, designing, construction
  - 2. Personnel management
- C. Music
  - 1. Purchasing and recording
  - 2. Personnel to operate and record
- D. Set Design and/or construction
  - 1. Set construction
  - 2. Props
  - 3. Technical assistance
  - 4. Lighting design and assistance
- E. Rehearsal organization, scheduling and record keeping
- F. Choreographic assistance

**REQUIRED READING:**

Specially prepared handouts; rehearsal and choreographic notes when appropriate.

**SUGGESTED READING:**

Appropriate articles from *Dance Magazine* on performance skills and performers.

**REQUIRED WRITING:**

May include designing ads, writing publicity, working with written program, record-keeping.

**OUTSIDE ASSIGNMENTS:**

**Students are expected to spend a minimum of three hours per unit per week in class and on outside assignments, prorated for short term classes.**

Assignments and individual projects all involve outside work. Total assignment hours will average a minimum of two hours per week.

**INSTRUCTIONAL METHODOLOGY:**

**Check all that apply:**

- lecture
- laboratory
- lecture-laboratory combination
- directed study

**This course may be offered as a distance education course and meets Title 5 regulations 55370, 55372, 55374, 55376, 55378, and 55380.**

Yes \_\_\_ No X

**If yes, check all that apply.**

- Television Course (Video one-way, e.g. ITV, video cassette, etc.)
- Online Course (Text one-way, e.g. newspaper, correspondence, electronic file, etc.)
- Two-Way Video Conferencing (Two-way interactive video and audio)
- One-Way Video Conferencing (One-way interactive video and two-way interactive audio)
- Computer Assisted Instruction (A specialized form of mediated instruction relying primarily on student access to information and prepared lessons or teaching materials through a computer terminal, but not under immediate supervision of a qualified instructor.)

**GRADING POLICY AND STANDARDS** (include methods of determining whether the stated objectives have been met by students):

A time sheet will be kept by each student to verify semester hours of participation. A subjective grade, such as "Excellent" (A), "Good" (B), "Adequate" (C), "Barely Adequate" (D) or "Inadequate (F)" will be given for the quality of each activity accomplished and adherence to deadlines.

EXAMPLE: 1 unit = 32 hrs total  
An "A" grade requires 32 or more hrs.  
"Excellent" for quality and all deadlines must be met.

The grade then drops 1 letter for each deficient 5 hr increment of participation. Missed deadlines, or other than top quality accomplishment will be evaluated on an individual basis as activities will often differ.

Hours 60%  
Quality 20%  
Deadlines 20%

The final grade for this course is based upon the amount of time spent on performance projects, and the responsibility and proficiency shown in carrying out assignments.

**IS COURSE REPEATABLE FOR REASON(S) OTHER THAN DEFICIENT GRADE?**

Yes X No \_\_\_ Number of times course may be taken for credit:

4 .

If yes, identify specific provision of Division 2 section(s) 55761-55763 and 58161 which qualifies course as repeatable:

58161 (c) (2) (A) and (B)

**CONTACT PERSON:** Robert Gilson, ext. 2316

SIGNATURES:

SIGNATURES ON FILE