



**ACADEMIC SERVICES**

**MODULE SPECIFICATION**

Part 1: Basic Data					
Module Title	Production Management: people, procedures, control				
Module Code	UAMN8U-45-M	Level	M	Version	1
UWE Credit Rating	45	ECTS Credit Rating	22.5	WBL module	No
Owning Faculty	Arts, Creative Industries and Education	Field	BOVTS		
Department	Film and Journalism	Module Type	Professional Practice		
Contributes towards	MA Theatre Production Management				
Pre-requisites	None	Co- requisites	All other modules under the above awards		
Excluded Combinations	None	Module Entry requirements	N/A		

Implementation from	Sept 2017
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Part 2: Learning and Teaching	
Learning Outcomes	<p>On successful completion of this module students will be able to:</p> <ul style="list-style-type: none"> <li>• Synthesise a range of complex information to plan a temporary performance space.</li> <li>• Evaluate and recommend options for a restaged theatre production and short tour.</li> <li>• Demonstrate the ability to source, select and analyse material effectively within the context of theatre production management.</li> <li>• Formulate and deliver an oral and visual presentation of a complex project, expressing ideas coherently and succinctly.</li> </ul> <p>All learning outcomes assessed in component A</p>
Syllabus Outline	<p>The course of this module begins with tutor-led led classes introducing the students to the wide range of skills and knowledge necessary to theatre production management. These include production processes, scheduling and planning, staffing and development, management and leadership, employment law, contracts and unions, budgets and financial systems, health and safety, buildings and performance spaces, materials and equipment, technical drawing and AutoCAD. Visits to a range of professional theatres will provide a platform for understanding the different requirements of touring theatre.</p> <p>Students then undertake one large and detailed theoretical production management project, developing from tutor-led to self-directed learning through research, action, reflection and evaluation.</p>

	<p>The project requires the students to plan for a theoretical restaged production and short tour that includes creating a working, practical, temporary venue within the tour schedule. Following a project briefing the students will gather the relevant theatre information before producing venue plans, elevations, and technical requirement information. Clear schedules, budgets and staffing plans should be produced as well as a design risk assessment. A management report aimed at middle management is required.</p> <p>The temporary performance space must demonstrate the student's awareness of health and safety regulations, and licensing laws using appropriate materials and equipment. The students should be able to communicate the design by producing sufficient plan and elevation drawings, and material/equipment specifications. Clear installation schedules, budgets and staffing plans should be produced as well as a fire risk assessment for this temporary space.</p> <p>At the end of each project the students are required to display, present and answer questions on their work to a select panel of professionals.</p> <p>In addition to the above project students work as production assistants on professional standard public productions. Assisting the Head of Theatre Production, they carry out a number of practical tasks designed to strengthen their accumulated knowledge and skills.</p>
Contact Hours	Contact hours are normally 35 per week across a 12 week term.
Teaching and Learning Methods	<p>The syllabus for this module is delivered through a variety of teaching methods, including individual tutorials, practical workshops and classes, and self-driven research, action, reflection and evaluation.</p> <p>Tutor-led subject classes are given during the earliest weeks of term to allow time for full exploration of projects and tasks. The classes are led by the Head of Production and relevant in-house and visiting professionals. All work, (class, project or practical) is based in and around the theatre production office, with full time access to I.T. and drawing equipment. The students have full access to the Head of Theatre Production and other in-house professionals. At key points individual tutorials take place, which are reflective, developmental, and pastoral, promoting self-evaluation and action planning.</p>
Reading Strategy	<p>Students are encouraged to become familiar with the subject area, and texts specific to the module, through reading lists and reference material provided in the course handbook. Lists are updated annually to maintain currency and relevance. Each department holds texts and reference material, as well as the general access provided to the Schools library and access to the Internet. The specifically vocational nature of training and study, combined with the project based nature of learning on the course, may require that students are guided to reading and research material in the first instance by the module leader.</p> <p>NB: BOVTS students have access to UWE Libraries but not UWE Online'</p>
Indicative Reading List	<p>Model National Standard Conditions For Places of Entertainment and associated guidance  The Association of British Theatre Technicians  The District Surveyors Association  The Local Government Licensing Forum  (ABTT, London 2002)</p> <p>Technical Standard For Places Of Entertainment  The District Surveyors Association  The Association of British Theatre Technicians (ABTT, London 2002)</p>

	<p>J. Blurton <i>Scenery: Draughting and Construction</i> (A&amp;C Black, London 2001)</p> <p>R. Mulryne and M. Shewring <i>Making Space for Theatre</i> (Mulryne and Shewring, London 1995)</p> <p>A. Todd and J-G. Lecat <i>The Open Circle</i> (Faber and Faber, London 2003)</p> <p>C. Higgs <i>Introduction to Rigging in the Entertainment Industry</i> (Entertainment Technology Press, London 2002)</p> <p>M. van Beek <i>Practical Guide to Health and Safety in the Entertainment Industry</i>(Entertainment Technology Press, London 2002)</p> <p>J. Aveline <i>Production Management</i> (Entertainment Technology Press, London 2002)</p> <p>P. Dean <i>Production Management - making shows happen</i> (Crowood, London 2002)</p> <p>T. Ogawa <i>Theatre Engineering and Stage Machinery</i> (Entertainment Technology Press, London 2002)</p> <p><a href="http://www.theatrenet.co.uk">www.theatrenet.co.uk</a> <a href="http://www.abtt.co.uk">www.abtt.co.uk</a></p>
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Part 3: Assessment	
Assessment Strategy	<p>This is a Professional Practice module with one component of assessment. The assessment outcome is pass/fail.</p> <p><u>Assessment of report and presentation of Temporary Performance Space and Short Tour project.</u></p> <p>Assessment Strategy</p> <p>The student will produce a report and give a presentation to a small panel of teaching staff and industry production specialists. Feedback from the panel will inform the final grade for the project.</p> <p>The completed project will be assessed by the module leader, using the tutorial record form, and may include feedback from other teaching staff involved in the project. This written critical assessment will recognise the student's learning and achievement judged against the stated learning outcomes for the module.</p> <p>Students will be required to produce a written critical self-assessment of their work judged against the stated learning outcomes of the module. They will also keep an annotated portfolio/diary of the project.</p>

Identify final assessment component and element		
% weighting between components A and B (Standard modules only)	A: P/F	B:
First Sit		
Component A (controlled conditions) Description of each element	Element weighting (as % of component)	
1. Assessment of report and presentation of Temporary Performance Space and Short Tour project.	P/F	

<b>Component B</b> <b>Description of each element</b>	<b>Element weighting</b> <b>(as % of component)</b>

**Resit (further attendance at taught classes is not required)**

<b>Component A (controlled conditions)</b> <b>Description of each element</b>	<b>Element weighting</b> <b>(as % of component)</b>
1. Assessment of report and presentation of Temporary Performance Space and Short Tour project.	P/F

<b>Component B</b> <b>Description of each element</b>	<b>Element weighting</b> <b>(as % of component)</b>

If a student is permitted a retake of the module under the University Regulations and Procedures, the assessment will be that indicated by the Module Description at the time that retake commences.

**FOR OFFICE USE ONLY**

First CAP Approval Date	21 March 2017			
Revision CAP Approval Date		Version	1	<a href="#">MIA 10624</a>