



UNIVERSITI TEKNOLOGI MARA

CTM423: THEATRE MANAGEMENT AND ORGANISATION

<b>Course Name (English)</b>	THEATRE MANAGEMENT AND ORGANISATION <b>APPROVED</b>
<b>Course Code</b>	CTM423
<b>MQF Credit</b>	3
<b>Course Description</b>	Students will apply all aspect of theatre organization including the responsibilities and job requirements in a production structure of management, artistic and technical. All applications are carried out in paperwork and real time practice assignments
<b>Transferable Skills</b>	Able to organize people/ projects related to theater or similar format, able to lead team to achieve artistic excellence, able to explain artistic requirements related to theater, able to create ideas for future projects, able to solve arising problems related to theater productions.
<b>Teaching Methodologies</b>	Lectures, Field Trip, Practical Classes, Tutorial, Discussion, Presentation, Small Group Sessions , Directed Self-learning
<b>CLO</b>	CLO1 Construct a hypothetical paperwork of a creative stage production. CLO2 Create and present ideas and research verbally and visually. CLO3 Distinguish and solve complication situation.
<b>Pre-Requisite Courses</b>	No course recommendations
<b>Topics</b>	
<b>1. Course Introduction</b> 1.1) Event Proposal Development: (Assignment 1) 1.2) Event Objectives 1.3) Vision 1.4) Mission	
<b>2. Event Proposal Development</b> 2.1) Production Design (Assignment 2) 2.2) Event Concept 2.3) Art Direction 2.4) Inspiration	
<b>3. Final Presentation 1</b> 3.1) Submission: 3.2) Assignment 1-2	
<b>4. Artistic Design</b> 4.1) Scenery and Props 1	
<b>5. Artistic Design</b> 5.1) Scenery and Props 2 (Assignment 3)	
<b>6. Artistic Design</b> 6.1) Costume 1 (Assignment 4)	
<b>7. Artistic Design</b> 7.1) Costume 2 (Tutorial)	
<b>8. Final Presentation 2</b> 8.1) Submission: Assignment 3-4	
<b>9. Logistic</b> 9.1) Transportation and Food for Theater Production (Assignment 5)	
<b>10. Time Management</b> 10.1) Production Schedules (Assignment 6)	

<b>11. Budget for Production</b> 11.1) Production Costing (Assignment 7)
<b>12. Production In News</b> 12.1) Editorial Observation and Archiving (Assignment 8)
<b>13. Final Presentation 3</b> 13.1) Submission: Assignment Compilation 5 - 8
<b>14. Report and Paperwork Submission</b> 14.1) Submission all paperwork, model, drawings and observation report.

<b>Assessment Breakdown</b>	<b>%</b>
Continuous Assessment	100.00%

<b>Details of Continuous Assessment</b>	<b>Assessment Type</b>	<b>Assessment Description</b>	<b>% of Total Mark</b>	<b>CLO</b>
	Assignment	Final Presentation 2: Group will present artistic research including drawings, samples and models.	30%	CLO2
	Assignment	Final Presentation 3: Group will present paperwork on complete administrative and production topics, drawing, models and samples.	40%	CLO3
	Presentation	Final Presentation 1: Each student is assigned to a research assignment of given topic and prepare a presentation of proposal and inspiration.	30%	CLO1

<b>Reading List</b>	<b>Recommended Text</b>	<ul style="list-style-type: none"> <li>• Trevor R. Griffiths 2000, <i>Stagecraft: The Complete Guide to Theatrical Practice</i>, Phaidon Press UK</li> <li>• Hawkins and Meneer 2000, <i>Stage Management and Theatre Admi</i>, Phaidon Press UK</li> <li>• Peter Dean, <i>Production Management: Making Shows Happen: A Practical Guide</i></li> <li>• William J. Byrnes 1999, <i>Management and the Arts</i></li> <li>• Sandra J. Strawn 2013, <i>The Properties Director's Handbook : Managing a Prop Shop for Theatre</i></li> <li>• Keith Orton 2004, <i>Model making for the stage</i></li> <li>• Babak Ebrahimian 2006, <i>Sculpting space in the theater : conversations with the top set, light and costume designers</i></li> <li>• Richard E. La Motte 2001, <i>Costume design 101 : the art and business of costume design for film and television</i></li> </ul>
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<b>Article/Paper List</b>	This Course does not have any article/paper resources
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<b>Other References</b>	This Course does not have any other resources
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