



University of Lethbridge Department of Drama  
**PORTFOLIO COURSE INFORMATION**  
*updated January 2022*

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## COURSE LIST

Drama 2600	Drama Portfolio I
Drama 3600	Drama Portfolio II
Drama 4600	Drama Portfolio III

## PROGRAM REQUIREMENTS

	DRAMA 2600	DRAMA 3600	DRAMA 4600
<b>BA</b>	See note *	Not required	Not required
<b>BA/BEd</b>	See note *	Not required	Not required
<b>BA/BMgt</b>	Not required	See major requirements	See major requirements
<b>BFA: Performance</b>	Not required	Required	Required
<b>Post-Diploma** BFA: Performance</b>	Not required	Required	Required
<b>BFA: Technical/Design</b>	Not required	Not required	Not required
<b>Post-Diploma** BFA: Technical/Design</b>	Not required	Not required	Not required
<b>BFA/BEd</b>	Not required	Required	Not required
<b>Post-Diploma BFA/BEd</b>	Not required	Required	Not required
<b>BFA Multidisciplinary</b>	Not required	Not required	Not required
<b>Post-Diploma BFA Multidisciplinary</b>	Not required	Not required	Not required

\*Requires either Drama 2600 Drama Portfolio I or Drama 3611 Advanced Stagecraft I.

\*\*Post-diploma requirements apply to both two and three-year diplomas.

## COURSE REQUIREMENTS

Drama 2600	One mainstage or TheatreXtra production or two directing projects** as an actor or creative team member.
Drama 3600	One mainstage or TheatreXtra production as an actor or creative team member.
Drama 4600	One mainstage or TheatreXtra production as an actor or creative team member.

## COURSE GUIDELINES

1. Only productions approved by the Department of Drama may be used for portfolio course credit.
2. Assignment of performance roles is based on an audition and applicable for credit in Drama 2600, 3600, and 4600 courses.
3. Assignment of other creative roles is based on production needs and approval by appropriate faculty member.
4. All portfolio course forms must be completed **\*electronically** and signed by the student and faculty supervisor and be returned to the Portfolio Course Coordinator no later than 1 day from the beginning of the students' work on the production assignment. Late paperwork will not be accepted. \*A link to the fillable portfolio course forms are located on the drama department website:  
[https://www.uleth.ca/sites/default/files/2020/09/portfolio\\_fillable\\_updated\\_-\\_fall\\_2020.pdf](https://www.uleth.ca/sites/default/files/2020/09/portfolio_fillable_updated_-_fall_2020.pdf)
5. Upon receiving notification from the Portfolio Course Coordinator, Fine Arts Student Program Services will register the student in the appropriate portfolio course. Registration for Drama 2600 takes place after approval of and during the term of the second and final course production or assignment. Registration for portfolio courses will usually occur during the term the production or assignment takes place, but in cases

where the notification is received after November 15 in a fall term or March 15 in a spring term, the course will be registered in the following spring or fall term, respectively.

6. Students are encouraged to register for a maximum of one portfolio course per term and may not be permitted to work on a production in more than one capacity.
7. Portfolio course hours usually increase with portfolio course level, however, portfolio course hours are variable based on the role or position assigned and needs of the production or project. Portfolio course grades are based on successful completion of the project and not associated with any number of completed hours.
8. Students may be required to work or rehearse during holidays and reading breaks. It is the student's responsibility to attain the production and rehearsal schedules and ensure that he or she is able to fulfill all of the responsibilities of the position including work or rehearsal during holidays and reading breaks. Refusal or inability to meet the demands of the project will result in removal from the position and/or a failing course grade.
9. Student must have completed fifteen university courses prior to enrolling in level II and III portfolio courses including Drama 3600, and 4600.
10. Combined drama education degree students may not register for any drama portfolio course while in Professional Semester II (PS II) or Professional Semester III (PS III) due to education degree regulations and field placement scheduling conflicts.
11. In the event that the student is being directly supervised by a person who is not a faculty member (i.e. guest director, guest designer, etc.), the Department Chair will be responsible for assigning the final course grade based on recommendations from the non-faculty supervisor.
12. Final course grade determined in accordance with the grading scale adopted by the Department of Drama. Drama 2600 Pass/Fail.

Evaluation Criteria:

Preparation	25%
Commitment	25%
Creative Achievement	50%
Total	100%

Grading Scale:

A+	95 – 100%	B+	80 – 84%	C+	67 – 69%	D+	56 – 59%
A	90 – 94%	B	75 – 79%	C	64 – 66%	D	50 – 55%
A-	85 – 89%	B-	70 – 74%	C-	60 – 63%	F	0 – 49%

## COURSE REGISTRATION PROCESS

- Get involved in a production! For performers, audition. Once cast, you may move forward utilizing your role in the production as a Drama Portfolio course project, when applicable. For assistant directors, dramaturgs, and other creative positions, contact the director of the production to see how you may be able to get involved.
- Kindly ask a faculty member to be your faculty supervisor for your portfolio course project(s). The faculty supervisor can be any faculty member, preferably someone who specializes or teaches in the area of the project. In the case of an acting role, the faculty supervisor is almost the director of the production unless the show has a non-faculty guest director. Please note that although your project may involve working directly with a theatre staff member, your project supervisor must be a faculty member.
- Your faculty supervisor will supervise you throughout the process and assign your grade for the project and/or course. Most faculty members will want to meet (online or in-person) to discuss the course, expectations, and requirements before they agree to supervise you! Throughout the process, most supervisors will also want to meet (online or in-person) to regularly to discuss the process and progress of your position and the production; however, it is entirely up to your supervisor what they expect and require.
- Fill out all of the paperwork electronically, including the Application and Approval for Portfolio Course Credit, Portfolio Course FOIP Consent Form, and Portfolio Course Registration and Contact Sheet Consent Form.

A link to the fillable portfolio course forms are located on the drama department website:

[https://www.uleth.ca/sites/default/files/2020/09/portfolio\\_fillable\\_updated - fall 2020.pdf](https://www.uleth.ca/sites/default/files/2020/09/portfolio_fillable_updated_-_fall_2020.pdf)

- Please use your University of Lethbridge email address and local phone number for all paperwork and course-related communication.
- Production or Assignment Name is the show title or assignment title (in the case of term-long projects).
- Position is your role/capacity on the project.
- Term is the academic term of the project's performance dates.
- Academic year is the entire standard academic year in which the project takes place.
- Your faculty supervisor must sign the Application and Approval for Portfolio Course Credit.
- Submit/Email the Application and Approval for Portfolio Course Credit, Portfolio Course FOIP Consent Form, and Portfolio Course Registration and Contact Sheet Consent Form to the Fine Arts Drama Assignment Drop Box (down the hallway next to the Fine Arts Advising Offices and across from W668).
- The Portfolio Course Coordinator processes the forms and sends the information to Fine Arts Student Program Services to register you for the course **unless** this is the first project of your Drama 2600. If 2600 registration occurs the term of your second project and when you will complete the work for the course.
- Meet with your faculty supervisor as arranged and fulfill the expectations and requirements of the course as discussed.
- After the production, your faculty supervisor determines your grade for the project and/or course. Most faculty supervisors will want to meet with you upon project completion before determining your course grade. See previous page for evaluation criteria and grading scale.

## ACADEMIC CALENDAR COURSE DESCRIPTIONS

### **Drama 2600**

Drama Portfolio I

*Credit hours:* 3.00

*Contact hours per week:* Variable

*Description:* Participation in either one large or two smaller faculty-supervised productions/projects of the Department of Drama. Preparation of material from the perspective of a theatre creator, actor, director or other faculty-approved artistic role.

*Prerequisite(s):* Successful assignment to the cast or production staff of a Department of Drama production

*Grading:* Pass/Fail

*Lib Ed Req:* Fine Arts and Humanities

*Note:* All students must complete an Application and Approval for Portfolio Course Credit form. The form must be signed by the supervising faculty member no later than one day from the beginning of the students' work on any production assignment.

### **Drama 3600**

Drama Portfolio II

*Credit hours:* 3.00

*Contact hours per week:* Variable

*Description:* Participation in one faculty-supervised production of the Department of Drama from the perspective of a theatre creator, actor, director, or other faculty-approved artistic role.

*Prerequisite(s):* 15 university-level courses (a minimum of 45.0 credit hours) AND Successful assignment to a Department of Drama production

*Lib Ed Req:* Fine Arts and Humanities

*Note:* All students must complete an Application and Approval for Portfolio Course Credit form. The form must be signed by the supervising faculty member no later than one day from the beginning of the students' work on any production assignment.

### **Drama 4600**

Drama Portfolio III

*Credit hours:* 3.00

*Contact hours per week:* Variable

*Description:* Participation in one faculty-supervised production of the Department of Drama from the perspective of a theatre creator, actor, director, or other faculty-approved artistic role.

*Prerequisite(s):* 15 university-level courses (a minimum of 45.0 credit hours) AND Successful assignment to a Department of Drama production

*Lib Ed Req:* Fine Arts and Humanities

*Note:* All students must complete an Application and Approval for Portfolio Course Credit form. The form must be signed by the supervising faculty member no later than one day from the beginning of the students' work on any production assignment.

## PORTFOLIO POSITION EXAMPLES

*Examples only; position availability and course eligibility based on production needs and each student's individual academic career progress. Possible positions include but are not limited to those listed below. Contact Portfolio Course Coordinator and TheatreXtra for current available mainstage and TheatreXtra positions, respectively.*

### Drama 2600

Creation:	Playwright/Devised Theatre for TheatreXtra
Direction:	Director for TheatreXtra Assistant Director for TheatreXtra Dramaturg for TheatreXtra
Acting:	Actor for mainstage, TheatreXtra, or Directing Projects Dancer for mainstage, TheatreXtra, or Directing Projects Singer for mainstage, TheatreXtra, or Directing Projects
Supportive:	Choreographer for TheatreXtra or mainstage

### Drama 3600

Creation:	Playwright/Devised Theatre for TheatreXtra
Direction:	Director for TheatreXtra Assistant Director for mainstage Dramaturg for mainstage or TheatreXtra
Acting:	Actor for mainstage or TheatreXtra Dancer for TheatreXtra or mainstage Singer for TheatreXtra or mainstage
Supportive:	Choreographer for TheatreXtra or mainstage

### Drama 4600

Direction:	Assistant Director for mainstage Dramaturg for mainstage
Acting:	Actor for mainstage Dancer for mainstage Singer for mainstage
Supportive:	Choreographer for mainstage

## PORTFOLIO POSITION DESCRIPTIONS

*Portfolio course level varies based on position. Additional creative assignments may arise pending the needs of a production, such as fight director, understudy, and music director, and are established and assigned at the discretion of the Department of Drama faculty.*

### CREATION/DEvised THEATRE

#### **Playwright**

*Description:* Composer of a scripted text.

*Experience:* Must have completed Drama 2750 Playwriting I.

*Course:* Appropriate for Drama 2600 or 3600 on a TheatreXtra production.

#### **Theatre Creator**

*Description:* An original piece of theatre devised or created under the direction of an individual creator, director, or group of creators. The creator(s) may also perform in the theatre creation piece.

*Experience:* Must have completed Drama 2740 Devised Theatre I.

*Course:* Appropriate for Drama 2600 or 3600 on a TheatreXtra production.

### DIRECTION

#### **Director**

*Description:* Oversees the direction of a scripted text or theatre creation.

*Experience:* Must have completed Drama 2420 Directing I.

*Course:* Appropriate for Drama 2600 or 3600 on a TheatreXtra production.

#### **Assistant Director**

*Description:* Assists the director with certain aspects of the rehearsal process based on the student's aptitude, experience and skill development.

*Experience:* No previous experience required but strongly encouraged. Drama 2420 Directing I preferred.

*Course:* Appropriate for Drama 2600 on a TheatreXtra production OR Drama 3600 or 4600 on a mainstage production.

#### **Dramaturg**

*Description:* Conducts research on historical, thematic, and other relevant aspects of a play and shares that information with the cast and crew. The Dramaturg may also provide commentary and feedback on a new play's, structure, plot, dialogue, story, and characters.

*Experience:* No previous experience required but strongly encouraged. Drama 2100 Play Reading and Analysis and 2120 History of Development of Theatre I preferred.

*Course:* Appropriate for Drama 2600 or 3600 on a TheatreXtra production OR Drama 3600 or 4600 on a mainstage production.

## **ACTING**

### **Actor**

*Description:* Cast in a production as a specific character(s) as designated by the playwright, director and/or theatre creator.

*Experience:* No previous experience required but strongly encouraged. Drama 2310 Acting I preferred.

*Course:* Appropriate for Drama 2600 on a Directing Projects OR Drama 2600 or 3600 on a TheatreXtra production OR Drama 2600, 3600, or 4600 on a mainstage production.

### **Dancer**

*Description:* Cast in a production primarily as a dancer. Character development and character expression is part of this creative assignment.

*Experience:* Previous dance experience required; varies with complexity of project. Drama 2340 Movement I preferred.

*Course:* Appropriate for Drama 2600 or 3600 on a TheatreXtra production OR Drama 2600, 3600, or 4600 on a mainstage production.

### **Singer**

*Description:* Cast in a production primarily as a singer. Character development and character expression is part of this creative assignment.

*Experience:* Previous voice experience required; varies with complexity of project. Drama 2320 Voice I preferred.

*Course:* Appropriate for Drama 2600 or 3600 on a TheatreXtra production OR Drama 2600, 3600, or 4600 on a mainstage production.

## **SUPPORTING**

### **Choreographer**

*Description:* Choreographs dance or movement for musical, play or theatre creation.

*Experience:* Previous choreography experience required; varies with complexity of project.

*Course:* Appropriate for Drama 2600 or 3600 on a TheatreXtra production OR Drama 2600, 3600, or 4600 on a mainstage production.