



**UNIVERSITY OF CALGARY**  
**FACULTY OF ARTS**  
**SCHOOL OF CREATIVE AND PERFORMING ARTS**  
**Course Number and Title: DRAM 381.04 Costume Techniques**  
**Session: Fall 2021**

Instructor Office Email Office Hours	Nancy Janzig TBC <a href="mailto:nancy.janzig@ucalgary.ca">nancy.janzig@ucalgary.ca</a> Saturdays 1pm – 3pm or by appointment								
Day(s),time(s) and location of Class	Saturdays 9am – 11.50am Sept 7 – Dec 9 <sup>th</sup> 2021 RT 119 Costume Shop								
Learning resources: required readings, textbooks and materials	Recommended texts: The Magic Garment – Rebecca Cunningham Costumer’s Notebook – Rae Stephens Fashion – The definitive history of costume and style – Smithsonian and DK								
Learning Technologies and Requirements	There is a D2L site for this course which contains required readings and other relevant class resources and materials (see <a href="http://d2L.ucalgary.ca">d2L.ucalgary.ca</a> ).								
Prerequisites	N/A								
Course description	Special topics in the study of scenography and techniques for the scenographer.  Costume Techniques – exploring the different roles in the costume department, covering basic sewing skills, costume history, and show paperwork.								
Course learning outcomes	By the completion of this course, successful students will be able to: 1. Read sewing patterns and complete basic projects by machine and by hand. 2. Understand the roles of the costume department and responsibilities 3. Identify different eras of Western costume history 4. Measure bodies, pull costumes from stock, and alter for fitting								
Course schedule	The following weekly schedule is subject to revision: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Date</th> <th>Class</th> </tr> </thead> <tbody> <tr> <td>September</td> <td></td> </tr> <tr> <td>11</td> <td>Lecture: Introduction to course, health and safety, costume shop equipment. Activity: Cutting pattern pieces, ironing</td> </tr> <tr> <td>18</td> <td>Lecture: Roles in the costume dept – Guest Speaker Robert Laflamme Activity: Machine sewing – drawstring bags</td> </tr> </tbody> </table>	Date	Class	September		11	Lecture: Introduction to course, health and safety, costume shop equipment. Activity: Cutting pattern pieces, ironing	18	Lecture: Roles in the costume dept – Guest Speaker Robert Laflamme Activity: Machine sewing – drawstring bags
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	25	Lecture: Costume design, costume history Activity: Commercial pattern – reading and preparing
	October	
	2	Lecture: Costume history Activity: Hand sewing and commercial pattern sewing
	9	<b>Costume History Quiz</b> Lecture: Fitting room etiquette Activity: Measuring, hand sewing, alterations, repairs.
	16	Lecture: Costume stock tour Activity: Pull costumes
	23	<b>IATSE practice exam</b> Lecture: Pulling continue/alterations, shoe rubbering Activity: Continue work on any and all sewing projects and alterations
	30	Halloween Special! Prepare to get messy. Lecture: Breakdown and dyeing Activity: Breakdown, Costume parade/presentation
	November	
	6	<b>Doll Clothes Due</b> Lecture: Show Paperwork Activity: Bible for character’s created. Start apron project
	-	Term break
	20	Lecture: Quick changes and understudies Activity: Quick change practice
	27	Lecture: TBC Guest speaker Activity: Sewing projects <b>Attend The Bus Stop</b>
	December	
	4	<b>All projects due by end of class</b> Activity: Finish up projects
	Assessment components	<ul style="list-style-type: none"> <li>• Costume history quiz (10%)</li> <li>• IATSE practice exam (10%)</li> <li>• Doll clothes (20%)</li> <li>• Bible Page (10%)</li> <li>• Show write-up (20%)</li> <li>• Apron (30%)</li> </ul> <p>Details of assignments and grading will be provided in class and D2L</p>

<p>Assessment expectations</p>	<p><u>Criteria That Must Be Met To Pass</u>  All assignments are mandatory and must be completed in order to receive a passing grade in the course.</p> <p><u>Expectations for Attendance and Participation</u>  Attendance and punctuality are required. Please refer to the Undergraduate Calendar E.3 Attendance for details.</p> <p><u>Expectations for Writing:</u>  Writing skills are important to academic study across all disciplines. Consequently, instructors may use their assessment of writing quality as a factor in the evaluation of student work. Please refer to the Undergraduate Calendar E.2 Writing Across the Curriculum policy for details.</p>
<p>Grading scale</p>	<p>For the course as a whole, letter grades should be understood as follows, as outlined in section F.1. Grading System and Transcripts of the Calendar:  <a href="https://www.ucalgary.ca/pubs/calendar/current/f-1.html">https://www.ucalgary.ca/pubs/calendar/current/f-1.html</a>.</p> <ul style="list-style-type: none"> <li>• A grade of "C-" or below may not be sufficient for promotion or graduation, see specific faculty regulations.</li> <li>• The number of "D" and "D+" grades acceptable for credit is subject to specific undergraduate faculty promotional policy.</li> </ul>
<p>Guidelines for Zoom Sessions</p>	<p>Zoom is a video conferencing program that will allow us to meet at specific times for a “live” video conference, so that we can have the opportunity to meet each other virtually and discuss relevant course topics as a learning community.</p> <p>To help ensure Zoom sessions are private, do not share the Zoom link or password with others, or on any social media platforms. Zoom links and passwords are only intended for students registered in the course. Zoom recordings and materials presented in Zoom, including any teaching materials, must not be shared, distributed or published without the instructor’s permission.</p> <p>The use of video conferencing programs relies on participants to act ethically, honestly and with integrity; and in accordance with the principles of fairness, good faith, and respect (as per the <a href="#">Code of Conduct</a>). When entering Zoom or other video conferencing sessions (such as MS Teams), you play a role in helping create an effective, safe and respectful learning environment. Please be mindful of how your behaviour in these sessions may affect others. Participants are required to use names officially associated with their UCID (legal or preferred names listed in the Student Centre) when engaging in these activities. Instructors/moderators can remove those whose names do not appear on class rosters. Non-compliance may be investigated under relevant University of Calgary conduct policies (e.g <a href="#">Student Non-Academic Misconduct Policy</a>). If participants have difficulties complying with this requirement, they should email the instructor of the class explaining why, so the instructor may consider whether to grant an exception, and on what terms. For more information on how to get the most out of your zoom sessions visit:  <a href="https://elearn.ucalgary.ca/guidelines-for-zoom/">https://elearn.ucalgary.ca/guidelines-for-zoom/</a>.</p> <p>If you are unable to attend a Zoom session, please contact your instructor to arrange an alternative activity for the missed session (e.g., to review a recorded session). Please be prepared, as best as you are able, to join class in a quiet space that will allow you to be fully present and engaged in Zoom sessions. Students will be advised by their instructor when they are expected to turn on their webcam (for group work, presentations, etc.).</p> <p>The instructor may record online Zoom class sessions for the purposes of supporting</p>

	<p>student learning in this class – such as making the recording available for review of the session or for students who miss a session. Students will be advised before the instructor initiates a recording of a Zoom session. These recordings will be used to support student learning only and will not be shared or used for any other purpose.</p>
Academic Accommodation	<p>It is the student’s responsibility to request academic accommodations according to the University policies and procedures listed below. The Student Accommodations policy is available at <a href="https://ucalgary.ca/student-services/access/prospective-students/academic-accommodations">https://ucalgary.ca/student-services/access/prospective-students/academic-accommodations</a>.</p> <p>Students needing an accommodation based on disability or medical concerns should contact Student Accessibility Services (SAS) in accordance with the Procedure for Accommodations for Students with Disabilities (<a href="https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Accommodation-for-Students-with-Disabilities-Procedure.pdf">https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Accommodation-for-Students-with-Disabilities-Procedure.pdf</a>).</p> <p>Students who require an accommodation in relation to their coursework or to fulfill requirements for a graduate degree, based on a Protected Ground other than Disability should communicate this need in writing to their Instructor.</p> <p>SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit <a href="http://www.ucalgary.ca/access/">www.ucalgary.ca/access/</a>.</p>
Academic integrity, plagiarism	<p>Academic Misconduct refers to student behavior which compromises proper assessment of a student’s academic activities and includes: cheating; fabrication; falsification; plagiarism; unauthorized assistance; failure to comply with an instructor’s expectations regarding conduct required of students completing academic assessments in their courses; and failure to comply with exam regulations applied by the Registrar.</p> <p>For information on the Student Academic Misconduct Policy and Procedure please visit: <a href="https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Student-Academic-Misconduct-Policy.pdf">https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Student-Academic-Misconduct-Policy.pdf</a> and <a href="https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Student-Academic-Misconduct-Procedure.pdf">https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Student-Academic-Misconduct-Procedure.pdf</a>. Additional information is available on the Academic Integrity Website at <a href="https://ucalgary.ca/student-services/student-success/learning/academic-integrity">https://ucalgary.ca/student-services/student-success/learning/academic-integrity</a>.</p>
Internet and electronic communication device	<p>The use of laptop and mobile devices is acceptable when used in a manner appropriate to the course and classroom activities. Please refrain from accessing websites and resources that may be distracting to you or for other learners during class time. Students are responsible for being aware of the University’s Internet and email use policy, which can be found at <a href="https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Acceptable-Use-of-Electronic-Resources-and-Information-Policy.pdf">https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Acceptable-Use-of-Electronic-Resources-and-Information-Policy.pdf</a>.</p>
Intellectual Property	<p>Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.</p>
Copyright	<p>All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (<a href="https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Acceptable-Use-of-Material-Protected-by-Copyright-Policy.pdf">https://www.ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Acceptable-Use-of-Material-Protected-by-Copyright-Policy.pdf</a>) and requirements of the copyright act (<a href="https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html">https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html</a>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy <a href="https://www.ucalgary.ca/pubs/calendar/current/k.html">https://www.ucalgary.ca/pubs/calendar/current/k.html</a>.</p>

Freedom of Information and Protection of Privacy	Student information will be collected in accordance with typical (or usual) classroom practice. Students' assignments will be accessible only by the authorized course faculty. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary.
Student Support	Please visit this link for important information on UCalgary's student wellness and safety resources: <a href="https://www.ucalgary.ca/registrar/registration/course-outlines">https://www.ucalgary.ca/registrar/registration/course-outlines</a>