Theatre Performance Area Capstone Guidelines

Capstone Registration
a. Register for THDA 798 (Thesis) OR 799 (Project) OR Honors version of either of those two courses during pre-registration in the semester PRIOR to your capstone.

b. Go to the Advanced Course Approval form on the THDA website. (Resources: Forms: Advanced Course Approval form. https://unh.az1.qualtrics.com/jfe/form/SV_026ps1untbh87IN)
c. Fill in form completely and with detail
   i. Project description ("play and paper" is not specific enough)
   ii. Topic for paper

1. Who must write a paper?
   a. Anyone who is not writing a play.
      i. Who can write a play?
         1. Anyone who has already taken playwriting and is either acting/directing or musical theatre emphasis.

2. Once your project is approved, you will be assigned two mentors. One will be listed as your “primary”, the other as “secondary”. The primary mentor is the person with whom you will schedule meetings and to whom all paperwork should be given. The secondary mentor may be consulted, but their primary responsibility is to view the final product and respond to you in your capstone defense regarding that product.

3. Meeting with your mentor
   a. Once you know who your mentor is, contact them and arrange an initial meeting.
      i. During this meeting, discuss a plan for completion of your capstone. This should include deadlines, meeting dates, and discussion of your paper, if you are not writing a play.

4. Writing Guidelines
   **If a student qualifies to write a play:**
   a. Must have taken Playwriting before (after next year, people MAY NOT take Playwriting concurrently)
   b. Must be 20-30 minutes if Acting/Directing
   c. Must be 20-30 minutes original text AND no more than 15 minutes music if MT
   d. THERE WILL BE GRADE CONSEQUENCES FOR GOING OVER TIME
   e. Turn in script rough draft at the beginning of the capstone semester and go through rewrite process with primary mentor.
   f. For scripts, a rough draft, at least 2 rewrites and 1 final should be turned in.
      i. Tentative Due Dates for Fall 2018 (may be adjusted with Primary Mentor): Rough Draft: August 27. 1st Revision: Sept. 24 2nd Revision: October 29. Final revision: After performance but before defense.
   g. Students must keep a journal of their process, to be turned in on the above due dates. Journals must include an entry for each rehearsal. The entry must include: The start and end times of the rehearsal and what was achieved during that rehearsal.

   **All other capstones:**
   **If a student has not taken Playwriting, the student MAY NOT write an original piece.**
   a. It may be a compilation of scenes, monologues or songs which are tied together with short snippets of original text.
   b. Must be 20-30 minutes in total length.
c. MT students must perform at least 15-20 minutes of song material, focusing on solo material.
d. Cannot be original work
e. MUST write a research paper no shorter than 15 pages with at least five academic sources of different types; theme must relate to the paper and be approved by the primary mentor before writing begins. (If taking Capstone for Honors, paper will be 30 pages.)
f. Research should begin prior to the performance, and in the defense student should be able to articulate how that research informed their work.
g. For research papers, a rough draft, at least 2 rewrites and 1 final should be turned in.
   i. Tentative Due Dates for Fall 2018 (may be adjusted with Primary Mentor): Rough Draft: August 27. 1st Revision: Sept. 24 2nd Revision: October 29. Final revision: After performance but before defense.

5. Defense
   a. Students will arrange a mutually agreeable one hour meeting time with both mentors for their defense, generally within two weeks of completion of performance.
   b. Students will be required to discuss the following in their defense:
      i. Motivation for project
      ii. Process, including discussion of how they have used what they learned in classes at UNH (whether THDA or other)
      iii. Research
      iv. Product
   c. Students will have time to ask questions of mentors at end of defense.

6. Grading—Rubric will be addressed in first Primary Mentor meeting.

7. Production Guidelines
   a. You may act in your piece or direct it (if you have taken directing) but you may not do both.
   b. Musical Theatre capstones are expected to use recorded tracks for accompaniment. Live accompaniment is allowed, but is not required. If a student chooses to use a live accompanist, the acquisition of the accompanist is the sole responsibility of the student.
   c. If students choose the Hennessy for their performance, they cannot expect more than 5 hours on Thursday and all day Friday of the Capstone weekend for set up and rehearsal.
   d. Students who are performing their capstones on the same night are expected to function as light and sound board operators for one another.
   e. The Hennessy has a repertory light plot which must be used without changes. Please do not ask other students to design lights for you. The emphasis for your capstone is not on design/tech; it is on acting/directing/musical theatre performance.
   f. Minimize any set or costume requirements. Do-alls and rehearsal furniture are available; basic costuming is available for period pieces; however, students will need to arrange with the wardrobe supervisor time to pull them.