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THE 497.02E COSTUME TECHNOLOGY I

COURSE SYLLABUS: SPRING 2022

INSTRUCTOR INFORMATION

Instructor: Donna Deverell, Technical Coordinator/Adjunct Faculty

Office Location: PAC 104

Office Hours: Monday/Wednesday 10:00 AM – 12:00 PM; Monday-Thursday 2:00 PM – 5:00 PM by appointment only

Office Phone: 903-468-3194

Office Fax: 904-468-3250

University Email Address: donna.deverell@tamuc.edu

Preferred Form of Communication: Email

Communication Response Time: Within two (2) business days

COURSE INFORMATION

Textbook(s) Required: *The Costume Technician's Handbook* by Rosemary Ingham, ISBN-13: 978-0325004778

Software Required: access to D2L

Required Materials: Fabric for final project

Course Description

Student Learning Outcomes

1. Gain an understanding of the process of taking garments from page to stage
2. Learn both hand and machine construction methods suitable for costume construction
3. Become familiar with the tools and materials within the costume shop
4. Be able to read a commercial pattern and basic patterning knowledge

The syllabus/schedule are subject to change.

COURSE REQUIREMENTS

Instructional Methods

1. Students will receive instruction on various sewing techniques, demonstrated by the instructor and guest artists.
2. Students will recreate demonstrated skills in project form.
3. Students will practice various costume technology skills by completing two hours of work per week in the costume shop.

Student Responsibilities or Tips for Success in the Course

1. Attendance and participation are mandatory for this course. Failure to attend the entirety of class time may result in missing instruction and demonstration that will affect the student's ability to complete project assignments.
2. Communication is key. Students should feel free to contact the instructor with any questions, concerns or to meet any individual needs.
3. This class will require work and practice outside of your scheduled class and lab time. Please be prepared to schedule your time accordingly.
4. The costume shop is an active production shop. Your presence should not distract from the work of others.
5. We are guests in the costume shop, and should behave as such. Keep the shop clean and organized per the Costume Shop Supervisor's instructions.
6. The costume shop is open at the discretion of the Costume Shop Supervisor. They will decide when the space is available for you to work, based on the needs of the department and productions.

GRADING

Final grades in this course are based on the following scale:

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 60%-69%

F = 59% or Below

Weights of the assessments in the calculation of the final letter grade.

Attendance/Participation 15%

Assignments/Quizzes 20%

Hand Sewing Sampler 15%

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Machine Sewing Sampler	15%
Final Project	20%
Lab	15%
TOTAL	100%

TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

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Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

Interaction with Instructor Statement

If at any time you need further instruction, explanation, or assistance, feel free to speak with me at your convenience. I have an open-door policy with all students. If you do not feel that you are getting what you need, please let me know. I cannot help you find a solution if I do not know there is a problem.

Please observe the following basic email etiquette:

- Informative subject line
 - Class name and/or number
 - Topic of discussion
 - Good ideas
 - Practicum Hours
 - MWF Intro Quiz
 - Cosplay Question
 - Bad ideas
 - Question
 - (No Subject Line)
- Address me by name
 - Donna is preferable. Ms. Donna is fine if you do not feel comfortable using only my first name.
- Salutation
 - Does not have to be “formal”
 - A simple “Good morning” or “Hello” is fine
 - “Niceties” are always a good idea
 - “I hope you’re having a nice day.”
 - “I trust you had a great weekend.”
 - “Congrats on being so awesome.”
- BRIEFLY AND CONCISELY state what you need
 - If you cannot express your needs a few sentences, consider requesting an appointment.
 - If requesting an appointment, PLEASE:
 - State the reason
 - “I would like to discuss my grade.”
 - “I have a question about XYZ”
 - GIVE YOUR SPECIFIC AVAILABILITY
 - Good idea
 - “I am available Monday 1-3, Tuesday after 2:30, and Wednesday for an hour after our class.”

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- Bad idea
 - “What works for you?”
 - “I’m free whenever.”
 - At least one (1) business days’ notice
 - Good idea
 - “I’m available this afternoon after 2:00, but I understand that is very short notice. I will be available tomorrow...”
 - Bad idea
 - “Can I come by after class in an hour?”
- Sign off
 - Does not have to be “formal”
 - A “thank you” is always appreciated
 - Give your name
 - Always a good idea to provide CWID, especially if paperwork is involved

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

1. Assignment information (including requirements, due dates, etc.) will be posted in D2L.
2. Acceptance of late work is at the discretion of the instructor.

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <https://www.britannica.com/topic/netiquette>

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TAMUC Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

[Undergraduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

[Graduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

Students with Disabilities-- ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Velma K. Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: studentdisabilityservices@tamuc.edu

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Website: [Office of Student Disability Resources and Services](http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

A&M-Commerce Supports Students' Mental Health

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel

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COURSE OUTLINE / CALENDAR

Week 1	1/12 – 1/14	Syllabus Shop Tour
Week 2	1/17 – 1/21	Scavenger Hunt Ruler Worksheet Hand Sewing - basting stitch, running stitch, backstitch Jan. 17 – NO CLASS
Week 3	1/24 – 1/28	Hand Sewing – catch stitch, slip stitch, blanket stitch
Week 4	1/31 – 2/4	Hand Sewing – hooks and eyes, snaps, buttons
Week 5	2/7 – 2/11	Hand Sewing
Week 6	2/14 – 2/18	Hand Sewing
Week 7	2/21 – 2/25	Machine Worksheet Machine Sewing Feb. 22-27 – <i>A Doll's House Part 2</i> Feb. 24 – HAND SEWING SAMPLER DUE
Week 8	2/28 – 3/4	NO CLASS – USITT
Week 9	3/7 – 3/11	Serger Machine Sewing
Week 10	3/14 – 3/18	NO CLASS – SPRING BREAK
Week 11	3/21 – 3/25	Body Measurements Machine Sewing
Week 12	3/28 – 4/1	Machine Sewing
Week 13	4/4 – 4/8	Patterns Cutting Apr. 5-10 – <i>Stop Kiss</i> Apr. 7 – MACHINE SEWING SAMPLER DUE
Week 14	4/11 – 4/15	Cutting Pattern Worksheet
Week 15	4/18 – 4/22	Pajama Pants
Week 16	4/25 – 4/29	Pajama Pants
Week 17	5/2 – 5/6	Pajama Pants
Week 18	5/9 – 5/13	May 10 – FINAL EXAM 10:30 AM

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Sign up for important updates from Donna Deverell.

Get information for **Costume Tech 1** right on your phone—not on handouts.

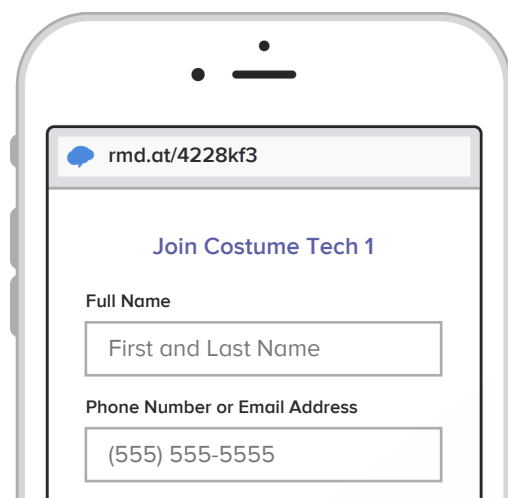
Pick a way to receive messages for **Costume Tech 1**:

A If you have a smartphone, get push notifications.

On your iPhone or Android phone, open your web browser and go to the following link:

rmd.at/4228kf3

Follow the instructions to sign up for Remind. You'll be prompted to download the mobile app.



B If you don't have a smartphone, get text notifications.

Text the message [@4228kf3](#) to the number **81010**.

If you're having trouble with **81010**, try texting [@4228kf3](#) to **(469) 242-6444**.

** Standard text message rates apply.*



Don't have a mobile phone? Go to rmd.at/4228kf3 on a desktop computer to sign up for email notifications.