

UND Theatre Arts Technical Area Credit Option (TACO) Application 2018-2019

The Technical Area Credit Option (TACO) is your chance to work backstage or to do technical work in several areas of Burtness Theatre.

The TACO is available for select Department of Theatre Arts Classes. The Option offers-

- an opportunity to learn and experience the world of technical theatre firsthand.
- an outlet for students interested in using their skills within technical theatre work.
- an environment that encourages positive student activity and change of pace from day-to-day university life.
- a grading option for select Theatre Arts classes.

The TACO is a unique, enjoyable experience that students tend to remember as a highlight of their time at UND. It is a learning environment where you will experience what it takes to put a show together from an empty stage to completed show and back to an empty stage. You will complete your hours over the course of 8-10 weeks during the half of the semester that you are scheduled to work. Costume Shop, Props, and Scene Shop participants are scheduled for 2-3 hour weekly blocks. Lighting and Production Running Crews work a somewhat more concentrated schedule.

Over the following pages we'll go over the basics of the TACO commitment. Following this information section you will have the opportunity to either sign up to participate in the TACO commitment or choose to not participate.

All students enrolled in Theatre Arts 110 (all sections) need to complete the application so that we have a record of who will be following the TACO track and who will be following the Academic track.

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Quick Questions

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What are my Options?

For Introduction to Theatre Arts (all sections)-

You will need to choose between two different tracks-

TACO Track- This track involves working in one of six UND Theatre Arts technical areas

- Costume Shop
- Props Crew
- Scene Shop
- Lights and Sound
- Production Running Crew
- Publicity Crew

Academic Credit Track- You would be doing specialized academic projects within your class. The specifics are determined by your class instructor.

For Stagecraft-

Only the TACO Track is available. All students are required to work one of four TACO areas. The Costume and Publicity areas are not available.

- Props Crew
- Scene Shop
- Lights and Sound
- Production Running Crew

For Practicum 201 and Practicum 481-

Only the TACO track is available. All six work areas are available.

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What is my time commitment if I choose to participate in the TACO?

Your hours commitment will vary depending on which class you are in-

Introduction to Theatre Arts- 16 hours

Stagecraft- 20 hours

Practicum 201- 30 hours

Practicum 481- Commitment toward a specific project or production.

Costume, Props, Scene Shop, and Lighting & Sound crews will be scheduled to work 2-3 hours per week in either the first or second half of the semester.

Production Running crews will work during technical rehearsals and performances during either the first or second production of the semester.

More information on that will be coming up later in this document.

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What are my start and end dates?

All crews except Production Running Crews (Running Crew Schedules will be discussed later) will receive a regular weekly schedule. Your start and end dates are-

Fall Semester

First half of semester (TACO A)- August 27- November 16, 2018

Second half of semester (TACO B)- September 24- December 9, 2018

Spring Semester

First half of semester (TACO A)- January 14- March 29, 2019

Second half of semester (TACO B)- February 18- May 2, 2019

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What if I miss a week of work?

Schedules are planned to allow a couple of weeks of cushion within your schedule. Please let your supervisor know if you will be missing a work period.

Students scheduled for Mondays (and other days that may have holidays) should be aware that those days may be part of your "cushion weeks". Students who

work during Spring semester should know that schedules have been adjusted for Spring Break.

If you fall behind in your commitment, talk with your supervisor to schedule extra time. You can be scheduled for a maximum of 4 hours per week, upon consent from your instructor

IMPORTANT- It is your responsibility to meet with your supervisor to schedule extra work times.

There are a couple of exceptions to this-

Lighting & Sound Crews- You will be working over the course of one weekend for either the first or second production. Your hours are scheduled during a single Friday through Sunday lighting hang. If you miss these hours you probably won't be able to be make up time later in the semester.

Production Running Crews- You will be working the Technical Rehearsals and performances for either the first or second production of the semester. Missing your scheduled times will result in your removal from the crew. You will not be able to make up this commitment in different area or different part of the semester.

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How do I apply for the TACO?

The application is completed online. The application will go live at 12:00 p.m. Central time on the first Thursday of the semester. Applications will to be taken for Introduction to Theatre Arts and Stagecraft until 4:00 p.m. on the second Friday of the semester, or when all positions are filled, whichever comes first. Any Introduction to Theatre Arts Applications received after 4:00 p.m. will be assigned to the Academic Track. Applications for Practicum 201 and Practicum 481 are taken until one month before the end of the semester.

The Technical Director will go through applications in the order that they are completed. Crews are assigned by-

1. First choice of TACO area (Costume Shop, Props, Scene Shop, Lights & Sound, Production Running Crew, Publicity Crew), trying to fill the first, second, or third choice of schedule.
2. If your first choice of area can't be honored (due to your area being filled or your schedule not fitting with available choices), we will drop down to your second then third choices of area, using your listed choices of available schedule.
3. If none of your preferred areas or schedules are available, you will be placed in the Academic Credit Track and will need to complete the work assigned by your instructor.

4. You will have until second Friday of the semester at 4:00 p.m. to decline your TACO assignment and accept the Academic Credit. After that time you are locked into your choice and will not be able to change areas.

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When should I complete my application?

You should complete your application as soon as possible after the application goes live. There are limited positions available and those positions tend to fill quickly. It is our intention to have crews in place by the beginning of the second week of classes.

As you go through the application process, please consider your peers. If your schedule is tight or you aren't certain that you could complete your commitment, please don't sign up for the TACO.

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Can I change my schedule once the TACO session begins?

No. Shops and crews are scheduled to capacity. There are no swappable time slots available.

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Can I switch to a different area after crews are assigned?

Probably not. Shops and crews are scheduled to capacity, and it is difficult to find open time slots.

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If I decide that I can't complete my commitment can I switch to the Academic Track?

You are able to change your commitment until 4:00 p.m. on the second Friday of the semester. After this time you will be locked into your commitment. You will not be able to change after that date.

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Are shops open on holidays and on snow days?

No. If UND classes aren't being held the shops are closed. The exception to this are Production Running Crews, who will work regardless of holidays.

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Do I get credit for snow days or holidays?

No. Missed hours will need to be made up during future weeks. Work with your supervisor to schedule these hours.

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What if my supervisor closes the shop?

There are a couple of options to this-

1. Your supervisor may assign you to a different area for the day (such as if you work with the Costume Shop and your supervisor sends you to the Scene Shop). You would get credit for the work that you did in that area.
2. Your supervisor posts signage noting that the work area is closed for the day. In this case you would get credit for those hours.

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What if I want to do more after my TACO commitment is complete?

You are always welcome to participate. Most semesters we have a few students who really enjoyed what they were doing and want to continue after their TACO hours are complete. There are a couple of options available-

1. Volunteer. Talk with your supervisor. Depending on your area of work, it is possible that you could volunteer for some hours.
2. Register for Theatre Arts Practicum 201. This is a 1 credit course that grades based on 30 hours of shop time (Costume Shop, Props, Scene Shop, Lights & Sound) or completion of a production run (Production Running Crew). The 30 hour requirement would be in addition to the hours already earned through your previous class.

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How can I contact my supervisor?

You will receive a Confirmation page that includes your supervisor's contact information. Primary contact is through email. Be sure to check your email regularly. If you send an email but don't receive a response please follow up with additional emails or phone calls.

NOTE- You must use your und.edu account for communication.

IMPORTANT- Be sure that your Microsoft Calendar App is set to the Central time zone. Incorrect setting may result in incorrect scheduling. This can be a problem even if you have devices set to automatically correct for times zone. If you miss a meeting because of incorrect calendar settings it is your problem, not mine.

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Areas of Work

There are six areas of work with the TACO

- [Costume Shop](#)
- [Props Crew](#)
- [Scene Shop](#)
- [Lights and Sound](#)
- [Production Running Crew](#)
- [Publicity Crew](#)

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Costume Shop

The Costume Shop is responsible for anything that needs to be built, pulled or modified to create costumes for a show.

Work includes- Costume Construction, Alterations, Repairs, and production preparation as needed.

Hours are completed in weekly 2 hour blocks of time during either the first or second half of the semester.

The shop is generally open Monday-Friday from 1:00 p.m. to 5:00 p.m., though exact available days will vary by semester.

A crew of 8-12 students will be placed in the Costume Shop each semester.

Sewing skills are preferred, but not required.

The Costume Shop is not available for Stagecraft students.

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Props Crew

Props crews pull, build, or modify items handled by actors or used to "dress" the set.

Work includes- Finding and building the properties needed for the productions.

Hours are completed in weekly 2 hour blocks of time during either the first or second half of the semester.

The shop is generally open Monday-Friday from 1:00 p.m. to 5:00 p.m., though exact available days will vary by semester.

A crew of 4-6 students will be placed on Props Crews each semester.

No experience is necessary.

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Scene Shop

The Scene Shop is responsible for anything that needs to be built, pulled or modified to create scenery for a show.

Work includes- Scenery Construction, performance, maintenance, and production preparation as needed.

Hours are completed in weekly 2 hour blocks of time during either the first or second half of the semester.

The shop is open Monday-Friday from 12:00 p.m. to 5:00 p.m.

A crew of 40-60 students will be placed in the Scene Shop each semester.

No experience is necessary, but welding, carpentry, or related work is helpful.

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Lighting & Sound

Lighting & Sound Crews hang the lighting gear and assist the Lighting and Sound Designers with equipment placement.

Work includes hanging, focusing, and gelling lighting fixtures, and maintaining the lighting equipment.

Hours are completed in large blocks over one weekend for each production in either the first or second half of the semester.

A crew of 6-8 students will be placed in the Lighting & Sound Crews each semester.

A special meeting will be scheduled between yourself and the Technical Director to go over detailed schedule information.

No experience is necessary, but comfort with heights and electricity is helpful, though not critical.

LIGHTING CALENDAR

If you are a member of the Lighting & Sound Crews, you will be scheduled for either the first or second production of the Semester. There will be some work throughout the part of the semester that you work, however, most work will be done over the course of a single weekend. Crews typically begin on Friday afternoon, work all day Saturday, then come back and finish the work on Sunday. There may be some prep work before hang begins and some cleanup work following the hang weekend, but plan that the vast majority of your hours are completed on the Lighting Hang Weekend.

Fall Semester

First Production- A Midsummer Night's Dream
Lighting Hang Weekend is September 7- 9, 2018.

Second Production- Seussical, The Musical
Lighting Hang Weekend is October 19-21, 2018.

Spring Semester

First Production- Spitfire Grill
Lighting Hang Weekend is February 1-3, 2019

Second Production- Noises Off
Lighting Hang Weekend is April 5-7, 2019

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Production Running Crew

Running Crews include "Stage Hands" who are responsible for prepping and working with scenery, and "Dressers" who are responsible for prepping and working with costumes during technical rehearsals and performances

Work includes- Working backstage during the last week of rehearsals and during the period of production (Usually evenings and some weekend afternoons for about 2 weeks.

Be aware that the total time commitment will exceed the required hours. Credit is received for completion of duties. Commitment is for the entire run.

A crew of 4-12 students will be placed for each production each semester.

A special meeting will be scheduled between yourself and the Technical Director to go over detailed schedule information.

No experience is necessary.

Production Running Crew- Typical Available Positions

Light Board Operator

Sound Operator

Stage Hands

Wardrobe Head

Dresser

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PRODUCTION RUNNING CREWS- FALL SEMESTER

A Midsummer Night’s Dream Preliminary Production Schedule

(Note- As a member of the crew for this production you would need to attend all of the listed rehearsals and performances. Because this is a preliminary schedule there may be some adjustments once the schedule is finalized. We will meet individually to discuss schedule specifics)

Technical Rehearsals begin Wednesday September 19, 2018

- Wednesday September 19- 6:00 p.m.- 11:00 p.m.
- Thursday September 20- 6:00 p.m.- 11:00 p.m.
- Friday September 21- 6:00 p.m.- 11:00 p.m.
- Saturday September 22- 11:30 a.m.- 5:00 p.m.
- Sunday September 23- 11:30 a.m.- 5:00 p.m.
- Monday September 24- 6:00 p.m.- 11:00 p.m.

Performances run Tuesday September 25- Saturday September 29.

- Tuesday September 25- 6:00 p.m.- 11:00 p.m.
- Wednesday September 26- 6:00 p.m.- 11:00 p.m.
- Thursday September 27- 6:00 p.m.- 11:00 p.m.
- Friday September 28- 6:00 p.m.- 11:00 p.m.
- Saturday September 29- 6:00 p.m.- 11:00 p.m.

Crew Positions available (Tentative)

- 1- Light Board Operator
- 1- Sound Operator
- 2- Stage Hands
- 1- Wardrobe Head
- ?- Dresser

Typical One Week Performance Run

SU	MO	TU	WE	TH	FR	SA
SU	MO	TU	WE <i>TECHNICAL REHEARSAL Evening</i>	TH <i>TECHNICAL REHEARSAL Evening</i>	FR <i>TECHNICAL REHEARSAL Evening</i>	SA <i>DRESS REHEARSAL Late Morning Afternoon</i>
SU <i>DRESS REHEARSAL Late Morning Afternoon</i>	MO <i>PREVIEW Evening</i>	TU <i>PERFORMANCE Evening</i>	WE <i>PERFORMANCE Evening</i>	TH <i>PERFORMANCE Evening</i>	FR <i>PERFORMANCE Evening</i>	SA <i>PERFORMANCE Evening STRIKE follows</i>
SU	MO	TU	WE	TH	FR	SA

Seussical, The Musical Preliminary Production Schedule

(Note- As a member of the crew for this production you would need to attend all of the listed rehearsals and performances. Because this is a preliminary schedule there may be some adjustments once the schedule is finalized. We will meet individually to discuss schedule specifics)

Technical Rehearsals begin Saturday November 3, 2018

Sunday November 3- 10:00 a.m.- 10:00 p.m.

Sunday November 4- 11:30 a.m.- 5:00 p.m.

Monday November 5- 6:00 p.m.- 11:00 p.m.

Tuesday November 6- 6:00 p.m.- 11:00 p.m.

Wednesday November 7- 6:00 p.m.- 11:00 p.m.

Performances run Thursday November 8- Saturday November 17.

Thursday November 8- 6:00 p.m.- 11:00 p.m.

Friday November 9- 6:00 p.m.- 11:00 p.m.

Saturday November 10- 6:00 p.m.- 11:00 p.m.

Thursday November 15- 6:00 p.m.- 11:00 p.m.

Friday November 16- 6:00 p.m.- 11:00 p.m.

Saturday November 17- 6:00 p.m.- 11:00 p.m.

Crew Positions available (Tentative)

1- Light Board Operator

TBA- Spotlight Operators

1-2- Sound Operators

3-4- Stage Hands

1- Wardrobe Head

?- Dresser

Typical Two Week Performance Run

SU	MO	TU	WE	TH	FR	SA
						TECHNICAL REHEARSAL Morning-Evening
TECH/DRESS REHEARSAL Afternoon	TECH/DRESS REHEARSAL Evening	TECH/DRESS REHEARSAL Evening	PREVIEW Evening	PERFORMANCE Evening	PERFORMANCE Evening	PERFORMANCE Evening
				PERFORMANCE Evening	PERFORMANCE Evening	PERFORMANCE Evening STRIKE Follows

PRODUCTION RUNNING CREWS- SPRING SEMESTER

The Spitfire Grill Preliminary Production Schedule

(Note- As a member of the crew for this production you would need to attend all of the listed rehearsals and performances. Because this is a preliminary schedule there may be some adjustments once the schedule is finalized. We will meet individually to discuss schedule specifics)

Technical Rehearsals begin Saturday February 16, 2019

Sunday February 16- 10:00 a.m.- 10:00 p.m.

Sunday February 17- 11:30 a.m.- 5:00 p.m.

Monday February 18- 6:00 p.m.- 11:00 p.m.

Tuesday February 19- 6:00 p.m.- 11:00 p.m.

Wednesday February 20- 6:00 p.m.- 11:00 p.m.

Performances run Thursday February 21- Saturday March 2, 2019.

Thursday February 21- 6:00 p.m.- 11:00 p.m.

Friday February 22- 6:00 p.m.- 11:00 p.m.

Saturday February 23- 6:00 p.m.- 11:00 p.m.

Thursday February 28- 6:00 p.m.- 11:00 p.m.

Friday March 1- 6:00 p.m.- 11:00 p.m.

Saturday March 2- 6:00 p.m.- 11:00 p.m.

Crew Positions available (Tentative)

1- Light Board Operator

1- Sound Operator

2-4- Stage Hands

1- Wardrobe Head

?- Dresser

Typical Two Week Performance Run

SU	MO	TU	WE	TH	FR	SA
SU	MO	TU	WE	TH	FR	SA <i>TECHNICAL REHEARSAL Morning-Evening</i>
SU <i>TECH/DRESS REHEARSAL Afternoon</i>	MO <i>TECH/DRESS REHEARSAL Evening</i>	TU <i>TECH/DRESS REHEARSAL Evening</i>	WE <i>PREVIEW Evening</i>	TH <i>PERFORMANCE Evening</i>	FR <i>PERFORMANCE Evening</i>	SA <i>PERFORMANCE Evening</i>
SU	MO	TU	WE	TH <i>PERFORMANCE Evening</i>	FR <i>PERFORMANCE Evening</i>	SA <i>PERFORMANCE Evening STRIKE Follows</i>

Noises Off Preliminary Production Schedule

(Note- As a member of the crew for this production you would need to attend all of the listed rehearsals and performances. Because this is a preliminary schedule there may be some adjustments once the schedule is finalized. We will meet individually to discuss schedule specifics)

Technical Rehearsals begin Sunday April 14, 2019

- Sunday April 14- 10:00 a.m.- 10:00 p.m.
- Monday April 15- 6:00 p.m.- 11:00 p.m.
- Tuesday April 16- 6:00 p.m.- 11:00 p.m.
- Wednesday April 17- 6:00 p.m.- 11:00 p.m.
- Monday April 22- 6:00 p.m.- 11:00 p.m.

Performances run Tuesday April 23- Saturday April 27, 2019.

- Tuesday April 23- 6:00 p.m.- 11:00 p.m.
- Wednesday April 24- 6:00 p.m.- 11:00 p.m.
- Thursday April 25- 6:00 p.m.- 11:00 p.m.
- Friday April 26- 6:00 p.m.- 11:00 p.m.
- Saturday April 27- 6:00 p.m.- 11:00 p.m.

Crew Positions available (Tentative)

- 1- Light Board Operator
- 1- Sound Operator
- 3-6- Stage Hands
- 1- Wardrobe Head
- ?- Dresser

Typical One Week Performance Run

SU	MO	TU	WE	TH	FR	SA
			TECHNICAL REHEARSAL Evening	TECHNICAL REHEARSAL Evening	TECHNICAL REHEARSAL Evening	SA DRESS REHEARSAL Late Morning Afternoon
SU DRESS REHEARSAL Late Morning Afternoon	MO PREVIEW Evening	TU PERFORMANCE Evening	WE PERFORMANCE Evening	TH PERFORMANCE Evening	FR PERFORMANCE Evening	SA PERFORMANCE Evening STRIKE Follows

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Publicity Crew

The Publicity Crew is responsible for prepping promotional materials or serving as ushers during each production

Work includes- Poster hanging, applying labels for mailings and promotional materials, and other tasks as needed.

NOTE- Crew members will need to be able to travel to businesses around Greater Grand Forks and will be responsible for their own transportation. All work is time sensitive and must be completed within a specific work window.

Hours are completed over the course of the semester.

A crew of 12-18 students will be placed on the Publicity Crew each semester.

A special meeting will be scheduled between yourself and the Technical Director to go over detailed schedule information.

No experience is necessary.

The Publicity Crew is not available for Stagecraft students.

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General Safety

What should I do to be safe in the shops?

- Safety glasses (supplied through the shop) should be worn whenever you are working in the Scene shop.
- Hearing protection (supplied through the shop) should be used whenever you are-
 - Working in a noisy environment.
 - Working with power tools.
 - grinding or cutting steel.
 - cutting lumber.
 - EAR BUDS AND HEADPHONES ARE NOT HEARING PROTECTION.
- Proper shoes should be worn in all TACO areas-
 - No sandals, Flip-flops, or soft-soled shoes. You will be sent away if you have inappropriate foot ware.
- Keep perfumes and body sprays to a minimum.
- No Personal electronic devices (cell phones, mp3 players, etc.)

What if I'm injured?

First Aid Kits are located throughout Burtness Theatre-

- On the Mainstage on Stage Left next to the big shop door.
- In the Costume Shop.

First Aid Kits contain basic supplies (bandages, wraps, ice packs, etc.).

An Automated Electronic Defibrillator (A.E.D.) is located in the Burtness Main Foyer near the main doors.

If you are injured, report this to your supervisor immediately.

You will probably be asked to fill out a University of North Dakota Incident Report. Filling out the report is for your protection as well as an aid to identify areas where safety improvement is needed. The report must be filled out online within 24 hours of an incident. The link can be found [here](#).

Injuries would be covered under your personal insurance.

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Filling out Your TACO Application

Some General Guidelines

1. Give me as many options as you can. A lack of options may result in not being able to successfully place you within the TACO Track.
2. All applications are processed in the order that they are received. I try to schedule you for your first choice of Area/Time/Semester Part. If I can't honor your first choices, I will begin going through your alternate choices- sorting by time, then semester part, then Area. If I can't make a workable schedule from any of the alternate choices, then I will have to excuse you from the TACO Track. This means that you would be following the Academic Track and doing the coursework as laid out by your instructor.

Time to go to the application

Open the following link in a new tab so that you can refer back to these instructions as you proceed.



Click or take a screenshot of the QR Code to open the TACO Application

Cover Page

Read through the information on the page.

IMPORTANT- Do not use this application to update information. If you have updates, email them to the link provided on the page.

Click "CONTINUE".

Have the TACO Information Page Available

Read through the information on the page. It is recommended that you have the online guide available to review as you complete your application.

Click "CONTINUE".

Have you already started or completed a TACO Application for this Class

Select either "Yes" or "No".

Click "CONTINUE".

Are you enrolled in both THEA 110 and THEA 270?

Select either "Yes" or "No".

If you are in both classes you will receive an adjustment to the total hours required.

Click "CONTINUE".

Contact Information

Enter the requested information.

The information is collected only for use within the Theatre Arts TACO. This information will not be shared outside the Theatre Arts TACO.

Email- This needs to be your UND email address.

Click "CONTINUE".

Class

Open the dropdown box and select your class-

TA 110- Introduction to Theatre Arts- Section 1 is the face to face class

TA 110- Introduction to Theatre Arts- Section 2 is the Online class

Click "CONTINUE".

Important Work Schedule Information

Read through the listed items and confirm that you have read them.

Click "CONTINUE".

I would like to participate in the Theatre Arts Technical Area Credit Option

Select either "Yes" or "No"

Click "CONTINUE".

Confirmation of Participation

Read through the listed items and check the choice that applies to you.

Click "CONTINUE".

IF YOU SELECTED THE ACADEMIC TRACK YOU ARE NOW COMPLETE WITH YOUR APPLICATION. THANKS.

ALL OTHERS-

Technical Area

All available TACO areas are shown (depending upon which class you are enrolled in the list may vary slightly).

Choose the area that you would most like to work and place a "1" in the text box. Choose the area that you would next like to work and place a "2" in the text box. Repeat until all boxes are filled.

Use each number only once.

If you don't wish to work in an area, leave it blank.

Click "CONTINUE".

Semester Part

Every semester we have a large number of students who select the first half of the semester so that they "can be done with the TACO sooner". This creates a couple of problems.

1. By unnecessarily selecting preference for one half of the semester the student limits their scheduling. The half that they prefer may be filled, but there would have been a space in the other half that they could have been placed. As a result, they are shifted to the Academic Track.

2. By unnecessarily selecting preference for on half of the semester they are potentially blocking out a student who legitimately can only work that time.

Unless you have specific schedule conflicts, please select "Semester Part Doesn't Matter".

Click "CONTINUE".

Preferred Work Schedule

List all the possible times that you could work Monday through Friday between noon and 5:00 p.m. Give me as much time as you can for me to work with as I am trying to put together final schedules.

I'm not so concerned about you filling out all three preferences as I am having as much scheduling flexibility as possible.

Students signing up for Lighting & Sound or Production Running Crew- The schedule wouldn't apply to you for this work, but I would need to know your noon to five schedule in the event that I need to shift you to another area.

Would you be interested in working morning hours? Indicate this where provided on the application. There is no guarantee, but if I have a critical mass of interested students, a morning crew might be assembled.

Also- If you have a friend that you would like to work with, indicate their name (first and last). Again, no guarantees, but I will try to put friends together. Please note that I would only put friends together if each of you indicates the other(s) on your respective applications.

Click "CONTINUE".

Special Skills and Past Experience

Let me know if you have special skills that we can take advantage of, or if you have been involved with theatre in the past. Please indicate where you were involved.

Click "CONTINUE".

Confirmation of Participation

Read through the listed items and confirm that you have read them.

Click "CONTINUE".

IF YOUR FIRST CHOICE OF WORK AREA WAS COSTUME SHOP, PROPS, OR SCENE SHOP, YOU ARE NOW COMPLETE WITH YOUR APPLICATION. THANKS.

**IF YOUR FIRST CHOICE OF WORK AREA WAS LIGHTING & SOUND,
PRODUCTION RUNNING CREW, OR PUBLICITY CREW-**

Schedule a Meeting

You will need to schedule a 20 minute meeting with the Technical Director to go over specific production schedules. This meeting needs to be completed within the next week.

Click on the link at the bottom of the screen to schedule a meeting through SignUpGenius. This link should open in a new screen.

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Final Information

Thanks for taking the time to complete this application. Your application will be processed and you will receive an email confirmation in 24-48 hours.

If you are in a **face to face class**, you will receive a Confirmation and Schedule, and a Production Participation Release during your next class period.

If you are in an **online class**, you will receive an email that will include a pdf Confirmation and Schedule as well as a Production Participation Release.

A copy of the Production Participation Release will need to be signed prior to beginning work.

If you have any questions please feel free to contact me at loren.liepold@und.edu

Office Phone- 701-777-2865

Cell Phone- 701-739-2176

Office- Merrifield 221B

Theatre Arts Department Website-www.und.edu/dept/dtheater

T.A.C.O. Website-undtheatretaco.wikispaces.com

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