

# STAGE MANAGEMENT Rubric for Stage Management Notebook

Student: \_\_\_\_\_ Professor: \_\_\_\_\_

Course: THEA 350 Semester (F, S,) and Year: \_\_\_\_\_

Name of Show: \_\_\_\_\_

Criteria (Weight)	Beginning (1)	Developing (2)	Accomplished (3)	Mastery (4)	Points
<b>Notebook conforms to the standards required in the syllabus for presentation, English usage, etc. SLO 4 (1)</b>	Meets the standards required in 70% or less of the notebook	Meets the standards required in at least 75% of the notebook	Meets the standards required in at least 90% of the notebook	Meets the standards required in at least 95% of the notebook	
<b>Notebook contains all of the rehearsal reports, contact lists, rehearsal calendars, and other documentation SLO 2 (4)</b>	Notebook contains less than 50% of the required documentation	Notebook contains between 50-80% of the required documentation	Notebook contains between 80-99% of the required documentation	Notebook contains all of the required documentation	
<b>Script is copied and notated properly for cue calling SLO 2 (5)</b>	Copy of script is incomplete; the majority of cues are missing and not notated properly for calling	Copy of the script is complete; some of the cues are both missing and inconsistently notated properly for calling	Copy of the script is complete; the majority of the cues are included and notated properly for calling	Copy of the script is complete; all of the cues are included and properly notated for calling	
<b>Notebook contains additional required paperwork not listed above SLO 2 (3)</b>	Contains at least 50% of additional required paperwork	Contains 50-70% of additional required paperwork	Contains 70-90% of additional required paperwork	Contains 90-100% of additional required paperwork	
<b>OVERALL PERFORMANCE</b>	<b>Beginning</b>	<b>Developing</b>	<b>Accomplished</b>	<b>Mastery</b>	<b>Total</b>
<b>Points Required</b>	<b>0-13</b>	<b>14-26</b>	<b>27-39</b>	<b>40-52</b>	

**PROFESSOR/DIRECTOR COMMENTS:**

**Professor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## SLOs Evaluated

- 2 Devise and/or implement theatrically relevant outcomes utilizing design and/or management principles, integrating research with creative problem solving
- 4 Display professional standards in execution of work. Ex: timeliness, follow-through, attention to detail, correct use of written English, etc.