

COURSE OUTLINE		
TERM: Fall 2021	COURSE NO: ASAS 370	
INSTRUCTOR:	COURSE TITLE: THE ACTOR'S BUSINESS	
OFFICE: LOCAL: E-MAIL: @capilanou.ca	SECTION NO(S):	CREDITS: 1.5
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University acknowledges with respect the Lil'wat, Musqueam, Squamish, Sechelt, and Tsleil-Waututh people on whose territories our campuses are located.

COURSE FORMAT: 2 hours of class time per week for 15 weeks

COURSE PREREQUISITES: ACTR 200 and ASAS 261

CALENDAR DESCRIPTION: Students will learn the business of being an actor, from resume building, to union involvement and contracts.

COURSE NOTE: For Acting for Stage and Screen program students only.

REQUIRED TEXTS AND/OR RESOURCES: Required texts and/or readings will vary by the instructor. They may include books on acting and the film/tv business.

COURSE STUDENT LEARNING OUTCOMES

On successful completion of this course, students will be able to do the following:

- Build a resume, a bio and demo reels;
- Understand the basics of taxes for the self-employed actor;
- Recognize how the film and theatre business model works;
- Identify the steps of funding screen projects;
- Evaluate the process of paperwork from auditions to residuals;
- Understand the politics and history of film and TV in Canada;
- Create an Actor's Business Plan;
- Understand the responsibilities of a professional actor;
- Understand the contract between actor and agent.

COURSE CONTENT

The content and week-by-week breakdown of the course will vary by term and instructor. The following is a sample:

Week	Course Content
1	Introduction: The business model of the Screen Industry
2-5	History of Canadian Screen Industries; Canadian content requirements
6-7	Resumes, Demo Reels & Bios
8-10	Taxes, Screen Union Agreements
11-12	Actors and agents; the agent-actor agreement
13	The Actors Business Plan
14-15	Review and Exams

EVALUATION PROFILE

Research Assignments	10-30%
Practical Self-Promotion Projects*	15-40%
Business Assignments*	10-40%
Professional Practices	10-25%

TOTAL 100%

*no assignment may be worth more than 35%

ASSIGNMENTS: The assignment structure for this course is determined by the instructor in accordance with the learning outcomes outlined above. Please refer to the course syllabus and eLearn site for a more detailed breakdown.

Research Assignments: Students will be complete one or more research assignments to help broaden their understanding of the history of and current context of film and TV in Canada & the USA. This may include but is not limited to writing a short paper on a CanCon Production, and/or a presentati on on a important historical figure and/or movement in the history of film and TV.

Practical Self-Promotion Projects: Students will complete one or more practical projects designed to give them the tools they need to find acting work. This may include but is not limited to creating an actor's resume and bio, a demo reel, and a mock tax return.

Business Assignments Students will complete one or assignments focused on the business of acting, which may include but is not limited to writing an actor's business plan and an agreement between an actor and actors' unions and/or agencies.

Professional Practices:

The grade reflects the departments Professional Practices document as laid out in the Student Handbook and the syllabus. Professional Practices and expectations specific to this class will be reviewed by the instructor.

GRADING PROFILE

A+ = 90-100	B+ = 77-79	C+ = 67-69	D = 50-59
A = 85-89	B = 73-76	C = 63-66	F = 0-49
A- = 80-84	B- = 70-72	C- = 60-62	

Incomplete Grades

Grades of Incomplete “I” are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the student, who is responsible to determine from the instructor the outstanding requirements of the course.

Late Assignments

Assignments are due at the beginning of the class on the due date listed. If you anticipate handing in an assignment late, please consult with your instructor beforehand.

Missed Exams/Quizzes/Labs, etc.

Make-up exams, quizzes, and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed labs or other activities may not be able to be accommodated. Please consult with your instructor.

Attendance

This course is built around an active classroom component. Students are expected to attend all classes and associated activities.

English Usage

Students are expected to proofread all written work for any grammatical, spelling, and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

Electronic Devices

Students may use electronic devices during class for note-taking only.

On-line Communication

Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or eLearn; please check both regularly. Official communication between Capilano University and students is delivered to students’ Capilano University email addresses only.

UNIVERSITY OPERATIONAL DETAILS**Tools for Success**

Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: <https://www.capilanou.ca/student-life/>

Capilano University Security: download the [CapU Mobile Safety App](#)

Policy Statement (S2009-06)

Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information: <https://www.capilanou.ca/about-capu/governance/policies/>

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic Dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:

- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:

- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence and Misconduct Policy and B.401.1 Sexual Violence and Misconduct Procedure (found on Policy page <https://www.capilanou.ca/about-capu/governance/policies/>).

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.