SEMESTER AT SEA COURSE SYLLABUS

Fall 2013
Discipline: Drama
SEMS 3500-101: Using Acting Techniques in Interviews
Division: Upper
Faculty Name: Greg Justice

Pre-requisites: none

COURSE DESCRIPTION: This course will share interview skills used by professional actors as they apply to non-performing pursuits and careers. Actors have developed and honed countless skills, strategies, and techniques in auditioning and interviewing in an attempt to stand out from the crowd, be remembered, and land the job. Many of these skills can be used in any interview situation. Students will explore, learn, and practice many of these techniques in order to put them into practice when interviewing for scholarships, graduate school, internships, or jobs. Students will conduct in-port research to explore similarities and differences in international and Western communication techniques and practices. These will strengthen and hone each individual’s interviewing abilities, be it for employment opportunities in America or internationally.

COURSE OBJECTIVES:
Upon completion of this course, each student will be able to;
1. demonstrate knowledge of an actor’s instruments (body, voice, brain/emotion) and how to warm up each instrument for interview preparation
2. analyze a professional actors performance skills and adapt those to interview situations
3. demonstrate effective non-verbal skills and techniques for improved communication while interviewing
4. identify cultural differences in physical and vocal communication in many different countries in the western hemisphere.

REQUIRED TEXTBOOKS
No text is required in this class as there is not a text available on this subject. All materials will be disseminated through electronic handout and internet research.

TOPICAL OUTLINE OF COURSE
August
Mon 26 Class 1 Introductions, syllabus and course expectations. When Does the Interview Begin? When Does the Interview Begin continued? Examining the many “beginning” parts of the interview process. Things to do and prepare for; months or weeks before, days before, the day before, the night before, the morning of, the drive to the site, and walking into the building, for an interview.
Wed 28 Class 2 Continue When Does the Interview Begin? Dealing with interview nerves. How to avoid them. How to use them. Begin warm-ups.

September
Tues 3 Class 3 Body Language and Non-verbal analysis. Discussion, preparation and assign field lab requirements
Thur 5 FIELD LAB – Hamburg, Germany – All students are required to attend this field Lab
Mon 9 Class 4 The Seven-point plan. Examining the seven parts of every interview.
Wed 11 Class 5 Continuation of the Seven-point plan. 4) The Interview, 5) The 2nd Transition, 6) Saying thank you, 7) The Exit. Continue warm-ups.
Wed 18 Class 6 Interview Attire; an investment for your future.
Tues 24 Class 7 Making the voice more effective. Analysis of the vocal apparatus, theory on freeing the natural voice, and beginning the vocal warm-up. Using the voice when dealing with words.
Thur 26 Class 8 Present Self-Discovery Work

October
Tues 8 Class 9 Present Self-Discovery Work
Fri 11 Class 10 Continue with physical and vocal warm-ups. Elevator Speeches. What to do when the interview is over
Sun 13 Class 11 Mid Term Examination – Mock interview using Entrance, Introduction and the 1st Transition
Sun 20 Class 12 Mid Term Examination continued – Mock interview using Entrance, Introduction and the 1st Transition
Tues 22 Class 13 Job Fairs, Telephone Interviews, and Video Interviews techniques
Fri 25 Class 14 Graduate school interviews

November
Sat 2 Class 15 Discussion on cultural differences in interviews, to date. Assign completion of Field Journal
Tues 5 Class 16 The most common asked questions in interviews
Thur 7 Class 17 The most common asked questions continued
Sun 10 Class 18 The resume and cover letter
Mon 18 Class 19 References and paying it forward
Thur 28 Class 20 Presentations on So Tell Me About Yourself exercise
Sat 30 Class 21 Presentations on So Tell Me About Yourself exercise

December
Tues 3 Class 22 Review resumes. Each student has the class evaluate their resume
Thur 5 Class 23 Review resumes. Each student has the class evaluate their resume
Sun 8 Class 24 FINAL (see note below)

FINAL EXAM Instead of a traditional final written exam in this course, each student will be required to do a final mock interview. You will chose what the interview will be, where the interview will transpire, and the person you will be interviewing with. This information will be shared with me before your interview. I will research the information that you provide. For the mock interview, I will role-play the person you chose for your interview. Each mock interview will be done one-on-one. This mock interview will last one hour.
FIELD ASSIGNMENTS *(At least 20 percent of the contact hours for each course.)*
All students are required to complete field study requirements. All job interviews in American are based on U.S. business protocol. A base knowledge of how the business world communicates is required in order to adapt one’s own skills for a job interview in their specific field. Students will travel to, and spend time, in three different geographic locations in Hamburg, Germany. At each destination students will conduct detailed non-verbal observation exercises on people engaged in various human communication activities. These activities will include, business transactions, locals and tourist interchanges, social exchanges between friends, family, acquaintances and strangers, dining etiquette, and other social conditions.
Additional focus and attention will be placed on the subtle differences in human, non-verbal communication as affected by geographic location. The first place to visit will be the Town Hall (Rathaus). This elegant building is beautiful to visit and a major attraction for locals and tourists alike. The second place to visit will be Innenalster. This is located in the city’s inner port and serves as a commercial center with a wide range of shops and restaurants. Students will have lunch here and continue their observations of other’s non-verbal behavior. This restaurant area will have a mix of tourists and locals dining. Students will make observations in terms of business lunches, proper etiquette, and the like. The third destination will be Jungfernstieg. This is the fashion district of Hamburg. The focus here will be on business behavior.

PARTICIPATION POLICY: Class participation is required and graded in this course. On approximately two-thirds of the classes during the semester, I will keep record of which students volunteer for exercises and which students speak up in class. If you do not come to class you receive a "0" for that day. If you come to class and do not participate you will receive a "3". If you participate nominally, you will receive a "5", moderately, a "7", and exceptionally, a "10". These scored are added up at the end of the semester and comprise your participation grade.  
10 = A  7 = B  5 = C  3 = D  0 = F

ABSENCE POLICY: No more than two unexcused absences are allowed per session. This does not include absence due to illness. More than two unexcused absences will result in the lowering of your final grade. For example, if you have 3 unexcused absences, your final grade will be lowered one letter grade, 4 absences lowers it two letter grades, and so on. Any missed classes (for whatever reason) are the responsibility of the student.

METHODS OF EVALUATION
20%  Field Assignment and Field Journal
10%  Self discovery written assignment
5%   Resumes and cover letter
10%  Midterm mock interview
10%  So Tell Me About Yourself exercise
15%  Interview skills participation
20%  Final mock interview

RESERVE LIBRARY LIST
AUTHOR: Kristen Lanklater
TITLE: FREEING THE NATURAL VOICE
PUBLISHER: Drama Pub; Rev Exp edition
ELECTRONIC COURSE MATERIALS
Several assignments and handouts will be distributed electronically during the course of the semester
Kristin Linklater shares insights from her book Freeing the Natural Voice, on using your voice more expressively when speaking in public or on stage. This week’s guest on the 21st Century Creative Podcast is Kristin Linklater, the world-renowned teacher of voice work for actors and speakers, and the author of Freeing the Natural Voice and Freeing Shakespeare’s Voice. I recorded this interview at Kristin’s Linklater Voice Centre, in her native Orkney, at the end of a week-long course on speaking Shakespearean verse. As a student of Kristin’s I have personally benefitted greatly from her teaching, and I’m delighted to be able to share her work with you in this interview. The classic voice-training for actors, teachers of voice and anyone interested in vocal expression - by a pre-eminent voice teacher, actor and director. Fully revised and expanded edition. Linklater’s approach is to liberate the voice you have rather than apply vocal techniques from the outside. Her basic assumption is that everyone possesses a voice capable of expressing whatever emotion, mood or thought he/she experiences. BUY FROM: Amazon US Amazon UK. I know I would find and liberate whatever my natural voice is. — Antonio Damasio Director, Brain and Creativity Institute, University of Southern California, and author of Descartes’ Error, Looking for Spinoza and The Feeling of What Happens. LINKLATER VOICE. Who Is Kristin Linklater. About Linklater Voice.