

**GEORGE MASON UNIVERSITY**  
**College of Education and Human Development**  
**College of Visual and Performing Arts**

**Hospitality, Tourism and Events Management & School of Theater**  
**TOUR 313.001/THR 313.001—Event Technology (3)**  
**Fall 2016**

DAY/TIME:	Monday 4:30-7:10pm	LOCATION:	Music Theater Building 1014
INSTRUCTOR:	Kevin Dunayer	EMAIL ADDRESS:	<a href="mailto:kdunayer@gmu.edu">kdunayer@gmu.edu</a>
OFFICE LOCATION:	232 Colgon Hall	PHONE NUMBER:	703-993-2912
OFFICE HOURS:	Monday: 10-12pm or by appointment	FAX NUMBER:	703-993-7120

**Prerequisites/Corequisites**

TOUR 220 or permission of Instructor

**University Catalog Course Description**

Explores theoretical and practical considerations of event technology. Examines specifications, layout installation techniques and operation of sound systems, lighting systems and video systems for event industry sectors.

**COURSE OVERVIEW**

- Instructional techniques include lectures, readings, activities, tests, projects and a final examination.
- Students are expected to attend all class meetings. Attendance will be taken at the beginning of each class; Each student is responsible for all information presented in class. If a student is late or absent, he or she should contact a classmate for an update. Unexcused absences will result in a 1 letter grade deduction per absence. Excused absences can only be arranged with instructor on a case by case basis.
- Exams will be based on Lectures and materials handed out in class.

**Nature of Course Delivery**

Face to Face

**COURSE OBJECTIVES**

At the completion of this course, students should be able to:

- 1) demonstrate an understanding of sound, lighting and video technology techniques;
- 2) articulate event technology definitions and specifications;
- 3) complete applied event technology projects; and
- 4) develop event technology customer service performance standards

**Required Texts**

Freelancer's Guide to Corporate Event Design by Troy Halsey (available at the University Book Store)  
Additional Reading materials will be distributed in class

## **EVALUATION**

This course will be graded on a percentage system, with a total of 100 possible percentage points.

Requirements	%
<i>Attendance and Participation</i>	10
<i>Semester Tests</i>	40
<i>Semester Projects</i>	30
<i>Final Exam</i>	<u>20</u>
<b>TOTAL</b>	<b>100</b>

### **Grading Scale**

A+ = 97 – 100	B+ = 87 – 89	C+ = 77 – 79	D = 60 – 69
A = 94 – 96	B = 84 – 86	C = 74 – 76	F = 0 – 59
A- = 90 – 93	B- = 80 – 83	C- = 70 – 73	

**Attendance Policy:** Students are expected to attend all class meetings. Attendance will be taken at the beginning of each class; Each student is responsible for all information presented in class. If a student is late or absent, he or she should contact a classmate for an update. Unexcused absences will result in a 1 letter grade deduction per absence from your Attendance & Participation Grade. Excused absences can only be arranged with instructor on a case by case basis.

### **Professional Dispositions**

Students are expected to exhibit professional behaviors and dispositions at all times

### **Core Values Commitment**

The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Students are expected to adhere to these principles: <http://cehd.gmu.edu/values/>.

The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Students are expected to adhere to these principles: <http://cehd.gmu.edu/values/>

### **GMU Policies and Resources for Students**

#### *Policies*

- Students must adhere to the guidelines of the Mason Honor Code (see <http://oai.gmu.edu/the-mason-honor-code/>).

- Students must follow the university policy for Responsible Use of Computing (see <http://universitypolicy.gmu.edu/policies/responsible-use-of-computing/>).
- Students are responsible for the content of university communications sent to their Mason email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students **solely** through their Mason email account.
- Students with disabilities who seek accommodations in a course must be registered with George Mason University Disability Services. Approved accommodations will begin at the time the written letter from Disability Services is received by the instructor (see <http://ods.gmu.edu/>).
- Students must follow the university policy stating that all sound emitting devices shall be silenced during class unless otherwise authorized by the instructor.

### *Campus Resources*

- Support for submission of assignments to Tk20 should be directed to [tk20help@gmu.edu](mailto:tk20help@gmu.edu) or <https://cehd.gmu.edu/api/tk20>. Questions or concerns regarding use of Blackboard should be directed to <http://coursesupport.gmu.edu/>.
- The George Mason University Writing Center staff provides a variety of resources and services (e.g., tutoring, workshops, writing guides, handbooks) intended to support students as they work to construct and share knowledge through writing (see <http://writingcenter.gmu.edu/>).
- The George Mason University Counseling and Psychological Services (CAPS) staff consists of professional counseling and clinical psychologists, social workers, and counselors who offer a wide range of services (e.g., individual and group counseling, workshops and outreach programs) to enhance students' personal experience and academic performance (see <http://caps.gmu.edu/>).
- The George Mason University Office of Student Support staff helps students negotiate life situations by connecting them with appropriate campus and off-campus resources. Students in need of these services may contact the office by phone (703-993-5376). Concerned students, faculty and staff may also make a referral to express concern for the safety or well-being of a Mason student or the community by going to <http://studentsupport.gmu.edu/>, and the OSS staff will follow up with the student.

**For additional information on the College of Education and Human Development, please visit our website <https://cehd.gmu.edu/>.**

## TENTATIVE COURSE SCHEDULE

WEEK	TOPIC / ACTIVITY
1	Introduction to Event Technology: Overview, Venues and Staging
2	Basics of Sound #1: Definitions, Equipment, Basic Audio Signal Flow
3	Basics of Sound #2: Microphones, Amplifiers, mixers, speakers
4	Basics of Sound #3, Signal Processing, Patch Charts, Speaker plots Assign Project #1
5	Test #1 & Project #1 Due
6	Basics of Lighting #1: Definitions, Equipment, Power
7	Basics of Lighting #2: Event Lighting, Light Plot & Paperwork Assign Project #2
8	Test #2 & Project # 2 Due Start Basics of Video
9	Basics of Video #1: Definitions & Equipment, Video Signal Flow
10	Basics of Video #2: In House Systems, Power point & Computers Assign Project #3
11	Test #3 & Project #3 Due
12	Events Production Field Trip (Fairfax)/In House System Demonstration
13	Technical Direction, Scene Design, Stage Management and Producing for Events
14	Event Equipment Scheduling, Rentals, Pricing, and Customer Service: The Client
15	Technology in Conference Centers & Hotels, The “BEO,” Careers in Event Technology, Review for the Final Exam
Exam Week	Final Exam

**Note: Faculty reserves the right to alter the schedule as necessary, with notification to students.**

## **Assessment Rubric/Projects for THR 313/TOUR 313**

### **Project #1: Install a sound system for an event**

The student will be given a Sound Technical specifications and a Event Space. The student will submit the following: sound patch chart and basic speaker plot. A brief written description of why certain choices were made will also be included.

Purpose: to test understanding of basic signal flow and installation of sound systems for events

### **Project #2: Lighting the Event**

The student will be given a ground plan and a venue. In addition the student will be given event lighting requirements from a hypothetical client. The student will submit the following: basic light plot and equipment list. A description of why certain choices were made will also be submitted.

Purpose: to test basic understanding of how lighting can be used for an event.

### **Project # 3: Video/Projection for the Event**

The student will be given an equipment list and venue for an event.

The student will submit a diagram of a video/projection system complete with the proper lens ratio, and screen resolution. A description of why certain choices were made will also be included.

Purpose: to test set up and installation techniques for video and projection

---

## **Important Dates**

Dates listed on this page are for full semester courses only. For add/drop deadlines for courses that meet less than a full semester, see [Non-standard Sections Dates](#).

For graduation deadlines, please go to the [Graduation Timelines](#) page.

Consortium Registration Deadline	TBD
<b>First day of classes</b> ; last day to submit Domicile Reclassification Application; Payment Due Date	August 29
Labor Day, university closed	September 5
<b>Last day to add classes</b> —all individualized section forms due <b>Last day to drop with no tuition penalty</b>	September 6
<b>Last day to drop with a 33% tuition penalty</b>	September 20
<b>Final Drop Deadline (67% tuition penalty)</b>	September 30
Midterm progress reporting period (100-200 level classes)—grades available via <a href="#">Patriot Web</a>	September 26 – October 21
Selective Withdrawal Period (undergraduate students only)	October 3 – October 28
Columbus Day recess (Monday classes/labs meet Tuesday. Tuesday classes do not meet this week)	October 10
Incomplete work from spring/summer 2016 due to instructor	October 28
Incomplete grade changes from spring/summer 2016 due to Registrar	November 4
Thanksgiving recess	November 23 – 27
Last day of classes	December 10
<b>Reading Days</b> Reading days provide students with additional study time for final examinations. Faculty may schedule optional study sessions, but regular classes or exams may not be held.	December 12
<b>Exam Period</b>	Tues December 13 – Tues December 20

