

Indiana University South Bend

Design and Technical Production

Entrance Portfolio/Interview

Entrance auditions are a chance for students to be directly accepted into the major, either the BA or BFA Design and Technical Production majors, based on the recommendations of the faculty committee. **Students will also be eligible for scholarships specifically set aside for new students, which will be based on the interview/audition process.**

Students who do not audition, or those that do not pass directly into the major (via successful entrance portfolio/interview) are encouraged to attend IUSB as a pre-theatre major and will have the opportunity to officially enter the major at the end of their first year, based on performance, and must pass into the major by the end of their second year as a pre-theatre student or will be asked to choose another scholastic path.

The Design and Technical Production program (BA and BFA) at IUSB accepts portfolio/interviews in the following ways: **Digital Submission** and **In-Person**

1) Digital Submission

What to prepare for a Digital Submission:

Interview Video

Please create a video interview to tell us about yourself and what your goals are. Your video should be in **.MP4 format** and can be created with a computer cam or phone camera.

- State your Name and area of interest (IE: Scenic, Costume, Lighting, Construction or Design, Etc)
- 3-5 Minutes in length
- Tell us about your favorite production you have been a part of
- Tell us why you want to study Design or Technical Theatre
- Tell us what you are looking for in a college experience
- Tell us what your future theatre/career goals are

Digital Portfolio

Students should compile a digital portfolio of their work in the theatre and related fields. This portfolio should demonstrate to the faculty reviewers the work you have done and demonstrate your commitment to building your design and technical production skills.

Your portfolio should be in PDF format. You can create your portfolio in another program such as Microsoft Word or PowerPoint then export to a PDF file. Students with a portfolio website who would like the faculty to review their work via their site can upload a PDF document that states the FULL web address for their website in place of the digital portfolio.

What things should you include: (if you have them – this is not a checklist, just a guide)

- Sketches (theatre designs or artwork)
- Drafting (for theatre or non-theatre)
- Photos of shows you have worked on (or better yet, close ups of things you have made)
- Examples of things you have made (clothing, props, woodworking... anything that shows your hands-on skills)
- Items that show your creativity and interests... things you are proud of

What NOT to include:

- Programs or posters from shows (unless you did the graphic design)
- Scripts (with the exception of stage managers)

For an example digital portfolio please see the file attached to the Theatre and Dance website:

<https://iu.box.com/s/hy5b8qv9yp3z2bei6ctbwuttkcpva8gi>

Theatrical Resume

Theatrical resume uploaded in PDF format. This should list all theatrical productions you have participated in, in any role (so include performance roles if you have them). **You MUST include an email address** on your resume and many include any other contact information you are comfortable sharing.

Directions for submitting a digital Portfolio/Interview

- **File Naming:**

Please name your Interview file:

FirstnameLastnameInterview1

Example file name: JohnSmithInterview.mp4

Please name your Portfolio file:

FirstnameLastnamePortfolio2

Example file name: JohnSmithPortfolio.PDF

Please name your theatrical resume file:

FirstnameLastnameResume

Example file name: JohnSmithResume.PDF

- **Once you have named and saved your files, please attach each file to an e-mail addressed to:**
Design_ae1c5c1v0ct495w0@u.box.com
 - Once the files are sent to the above e-mail address, you will receive an e-mail from box.com confirming our receipt of your files.
 - If you have any questions about this process of submission, or want to make sure that your materials arrived, please e-mail Associate Professor of Theatre, Justin Amellio, at jamellio@iu.edu
 - For questions regarding submission content, please e-mail Associate Professor of Theatre, Jason Resler at reslerj@iusb.edu
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2) In-Person Audition (on campus)

Indiana University South Bend is also happy to meet you on campus for any of our scheduled entrance audition days throughout the year. Please click on this [LINK to the Entrance Audition Homepage](#) to see this year's schedule of on campus auditions.

What to prepare for an In-Person Audition:

Digital Portfolio

Students should compile a portfolio of their work in the theatre and related fields. This portfolio should demonstrate to the faculty reviewers the work you have done and demonstrate your commitment to building your design and technical production skills.

Your portfolio can be **printed/compiled from the original pieces** or **you can present your work on a tablet or computer**

If presenting a 'paper portfolio' please organize your portfolio into a 3-ring binder or presentation binder (such as the Itoya or Prat presentation books). If presenting on a computer your work should be organized into a presentation (basically you would be presenting the digital portfolio above).

Please follow the same guidelines for digital submissions regarding what should be included or excluded from your portfolio.

For an example digital portfolio please see the file attached to the Theatre and Dance website:
<https://iu.box.com/s/hy5b8qv2yp3z2bei6ctbwuttkcpva8gi>

Theatrical Resume

This should list all theatrical productions you have participated in, in any role (so include performance roles if you have them). **You MUST include an email address** on your resume and many include any other contact information you are comfortable sharing. **Please bring at least 4 copies of your resume to the interview.**

Overview of an in-person audition day:

- 1) You will meet with the faculty present and will be taken on a tour of our Theatre and Dance facilities. During this, you will be given time to ask any questions you may have and get to know the faculty a bit.
- 2) When it's time for your interview you will present your portfolio to the faculty. You should tell us about the work in your portfolio and your part in the process for each production. The faculty may ask you questions about the work or your interests. You will also have an opportunity to ask questions of the faculty during your interview.
- 4) Following the interview, you will be excused for the day and should hear from us within two weeks or less.

Should you have any questions about setting up an in-person audition day, or any clarifying questions about the requirements, please e-mail Associate Professor of Theatre, Justin Amellio, at jamellio@iu.edu.
