**REFLECTION PAPER**

**Information and Guidelines**

*Reflection paper* is due on the Friday of Finals Week and should be a reflection on the production crew work you did as part of this class. If you worked on a crew, worked as an assistant on a film, as a producer or any other version of production work, you should describe the overall project and your role and responsibilities in the project. Here are some additional guidelines and prompts:

- Offer some critical comment on the production.
- What worked and what didn't work- in the process, as well as for the final product?
- You can elaborate on the process involved including timeline and coordination. (And any other part of the process you might have been involved with such as: funding, grant- writing, marketing, outreach, budgeting, creating master schedules, time management, working with designers, installation, technical coordination, paperwork and working as your own designer.)
- What did you learn about production? Was there anything new to you?
- What did you observe in terms of production elements? Offer critique on those elements.
- What did you observe in terms of design elements? Offer critique on those elements.
- Was the artist/producer prepared on the production side of things?
- Were there any organizational elements that could have been improved?
- Was there a designer involved? If so, how did that work? If not, how did that work out?
- How did the interface between the designer and artist work out? Was the designer prepared? Was the artist prepared to talk to the designer? Did they know what they wanted and know how to communicate that intention?
- What would have made the production a better event? More people support? More time? A clearer vision from the artist?
- Was the schedule adequate for the vision of the choreographer? Was the schedule followed or changed?
- Were there last minute changes and was everyone prepared to handle the changes?
- Did you work with any equipment during the project, such as being on headset or operating the sound, light board or follow spot? Comment on that specific experience and equipment.

There’s a lot more you could consider, but for the most part, the questions and critical comments will depend on the type of project you worked on.

The paper should be approx two to three pages long. Please submit via email at gholguin@arts.ucla.edu

Any questions please let me know and I’ll be happy to discuss. Thank you.

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