

## **Tech Jury Format**

Northern Michigan University  
Theatre and Entertainment Arts Major

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Tech juries consist of 5 different levels. Each level will expand on the level before it and be used as a tool to assess a student's progress in the Theatre and Entertainment Arts major.

Students should contact Professor David Pierce by the last week of classes with their final exam schedule in order to be assigned a time for their jury. Students should arrive to their jury on time. Failure to do so will cause a deduction in their jury grade.

### **Level 1- Meet and Greet**

The Meet and Greet jury is a simple conversation with the student and members of the faculty. This conversation should focus on who the student is, where they come from, and what they're interested in. Each should last about 10-15 minutes.

### **Level 2 - Baseline**

The Baseline Jury will require the student to submit a technical resume and cover letter. Realizing that after two semesters of college students might not have the fullest resume. However this will give each student a good foundation to build upon. The cover letter might be aimed toward a real job the student would like to apply for or a simple fictional position. The cover letter is meant to be an extension of the resume, a single page in length. It's used to explain to potential employers the skills the student has and why they would be a good fit in their company.

### **Level 3 - Skills**

The Skills jury will require each student to build upon the resume and cover letter submitted in the Baseline jury. This jury is meant to measure progress between the two levels. The student will also be required to present a digital portfolio of their work. Pictures of projects, both in class and actual productions, should be used as visual evidence of each student's growth and body of work. This portfolio, along with a resume and cover letter, will be presented to the faculty and used to assess each student's progress in the program to that point. After the presentation, faculty members will give feedback on not only presentation skills but also each student's progress in the major.

Students will remain at this jury level until two semesters before their graduation date. The faculty will be looking for continuous improvement in each of the different areas at each semester of this jury level. These areas include: Cover letter, resume, portfolio, presentation skills, as well as progress and development in the major. Again, faculty will be looking for continual improvement at each of these juries.

#### **Level 4 - Professional Readiness**

The Professional Readiness jury will be at the end of the student's second to last semester. This jury is similar to the level 3 jury, however it will be treated like an actual interview. The student will be required to pick a position they would like to apply for and all of their jury materials will be structured toward that application. The student's resume and cover letter will be reviewed, a discussion about the student's qualifications for the position will be had, and then the student will present their portfolio. Students will be graded on presentation skills, resume, cover letter, how they conduct themselves during the interview, and their ability to answer questions asked.

At the end of the presentation faculty will then discuss each student's progress in the program to that point and things they may improve on.

#### **Level 5 - Exit**

The Exit Jury will be conducted the students last semester at Northern, the same as graduation. This jury will be used as an assessment tool for a student's entire career at Northern. It is meant as a conversation between the student and faculty about aspects the student has both enjoyed and disliked. As well as things the major can improve upon or change.