



AUSTRALIAN COLLEGE OF DRAMATIC ARTS

# Australian College of Dramatic Arts

7 Macquarie Place  
Boronia Vic 3155  
Telephone: 9720 6200

## YEAR 1 JOURNAL

**22307VIC Certificate III in Acting (Screen)**

Name: .....  
Cluster: .....  
School: .....







## Act 3

**Date:** \_\_\_\_\_

**Stanislavski Research:**

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**Score:** \_\_\_\_\_

**Teacher Film Feedback – Melissa/Todd or Ronan/Lucy:**

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**Your Filming Critique – Melissa/Todd OR Ronan/Lucy:**

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**Notes and Homework Reminders:**

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## Act 5

**Date:** \_\_\_\_\_

**Score:** \_\_\_\_\_

**Teacher Film Feedback – Finlay:**

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**Your Filming Critique – Finlay:**

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**Notes and Homework Reminders:**

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## Act 7

**Date:** \_\_\_\_\_

**Score:** \_\_\_\_\_

**Teacher Film Feedback – Finlay Before/After Script:**

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**Your Filming Critique – Finlay Before/After Script & Self Tape**

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**Notes and Homework Reminders:**

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## Act 8

**Date:** \_\_\_\_\_

**Character Backstory** – Researched Monologue:

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**Term Overview Report:** Discuss and take notes in class.

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**Notes and Homework Reminders:**

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## Act 10

Date: \_\_\_\_\_

Answer the following questions for UOC Follow health and safety procedures

1. If you were working with a group of actors on a physical ensemble drama scene without a supervising teacher, how would you organise to work safely?

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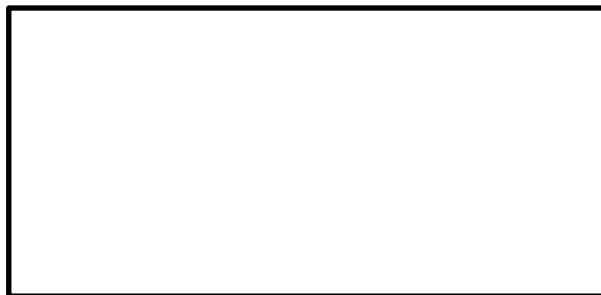
2. Do you lift another actor when it says so in the script? Explain your answer:

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3. Draw a diagram of are the fire alarms, emergency exits, fire extinguishers, first aid kit and smoke detectors in your filming area:



4. On a personal and group level explain how you could feel harassed by another actor. Here are some examples you can describe:

*Tactility: Physical:*

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*Verbal: Having to watch what you say:*

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*Personal: Getting too familiar:*

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5. Why is it necessary to have permission / medical / indemnity forms filled in when going on excursions?

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6. Who do you go to when there is a safety issue?

*At School:*

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7. Do you have a job? Or work within a family business?

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8. Do you have a first aid certificate or have done any OHS training at work?

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9. What do you do in an emergency situation? Describe how you must act:

*You are in class and your trainer collapses:*

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10. How do you recognise an emergency situation?

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11. Give 3 examples of an emergency situation:

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12. Who do you seek help from in an emergency?

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# Act 11

**Date:** \_\_\_\_\_

Answer the following questions for UOC Access the Internet questions in pairs.

1. Go to Google and find a script site, and search for contemporary film and television scripts. Find your favourite, print it and keep it with your Learner's Manual. Name 3 script sites you found:
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_
  
2. Name some sites to find casting information:
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_
  
3. If you have a computer, explain which internet virus protection service you use and why:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
4. What is your email name? Is it an appropriate and professional name that you can communicate with your teacher, an agent and/or a casting consultant?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
5. What information would you refuse to provide when filling out a form online?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
6. Which types of files carry viruses?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
7. Who owns the copyright on the types of data you retrieve?  
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# Act 13

**Date:** \_\_\_\_\_

**Guest Speaker 1: Name** \_\_\_\_\_

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**Guest Speaker 2: Name** \_\_\_\_\_

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**Guest Speaker 3: Name** \_\_\_\_\_

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**Guest Speaker 4: Name** \_\_\_\_\_

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## Act 14 and 15

**Dates:** \_\_\_\_\_

Act 14 - Submit Access the Internet workbook

Act 15 - Email CV and covering letter to [admin@acda.vic.edu.au](mailto:admin@acda.vic.edu.au)

Audition and film for the Year 2's elective project.

**Critique:**

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**Notes and Reminders:**

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## Act 16

**Date:** \_\_\_\_\_

**Character Backstory – Zoe and Jesse:**

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Please complete the following question for UOC Develop and apply creative arts industry knowledge.

1. What is the age of a child actor? Do children receive protection working in the entertainment industry?

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2. What happens to an actor between the ages of 15 and 16? What are their rights and protections with employment in the industry?

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3. After determining the protections and legislations that governs children (up to 15), think about the behaviours and language that needs to be observed when working with minors. Write down why it is important for adult actors to know conditions governing children:

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4. Do Child Welfare permits apply for every photo shoot job?

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5. Please select 3 film and television crew jobs (research) and write a detailed paragraph about this career.

Crew 1:

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Crew 2:

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Crew 3:

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6. In class, discuss some of the protocols involved when working on set. Write down 6 of the key components:

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7. Compile a list of 6 jobs the actors have to think about and organise in order to get ready to go for an audition and screen test:

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8. Describe how you maintain access to the internet and emails so that you can keep in contact with your agent or casting consultants if you work as a freelance actor, in order to help you network:

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9. Why is it important to upgrade your skills as an actor?

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10. How do you update your industry knowledge? Describe what you do as a process, and what information you look for:

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11. What is in production in Australia right now? Research at [www.film.vic.gov.au](http://www.film.vic.gov.au):

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**Notes and Homework Reminders:**

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## Act 19

**Date:** \_\_\_\_\_

Answer the following questions for UOC Develop and apply creative arts industry knowledge

1. List six different types of agents:

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2. Describe the work of a theatrical agent:

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3. Describe the job of an actor's manager:

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4. What is a freelance actor?

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5. Write a job description for a Casting Consultant:

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6. Explain what a voice over is:

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7. Explain what the term post sync means and when it is used:

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8. Many actors work within all mediums. Can you explain why an Australian actor must be flexible in order to work within all facets of the film, TV and theatre industries?

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9. What does MEAA mean (and stand for) and what does the MEAA do for actors?

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10. Identify all of the following types of actors' jobs and write a description for each:

*Lead:*

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*Co Lead:*

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*Bit Part:*

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*Extra:*

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*Featured Extra:*

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*Voice Over Artist:*

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*Stunt Actor:*

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*Speciality Act:*

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# Act 21

Date: \_\_\_\_\_

Score: \_\_\_\_\_

Teacher Film Feedback – Melanie and Scooter:

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Your Filming Critique – Melanie and Scooter:

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Notes and Homework Reminders:

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# Act 24

**Date:** \_\_\_\_\_

**Character Backstory** – Chosen Script (Sam and Charlie/Ballet/Harry Potter):

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**Score:** \_\_\_\_\_

**Teacher Film Feedback** – Prepare for performance

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**Your Filming Critique** – Prepare for performance

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**Notes and Homework Reminders:**

**Submit radio ad to Facebook**

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## Act 25

**Date:** \_\_\_\_\_

Submit Prepare for performance folio.

Write an alternative ending to the chosen script you performed.

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**Score:** \_\_\_\_\_

**Teacher Film Feedback – Chosen Script (Sam and Charlie/Ballet/Harry Potter):**

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**Your Filming Critique – Chosen Script (Sam and Charlie/Ballet/Harry Potter):**

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**Notes and Homework Reminders:**

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## Act 26

**Date:** \_\_\_\_\_

Answer the following questions for UOC Follow health and safety procedures

1. We all have a 'duty of care'. Explain what this term means:

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2. Identify regulations that safeguard an actor's wellbeing when working on set:

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3. When on set, there is either a nurse or a person assigned as a first aid representative. How do you identify them?

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4. Give an example of a safety problem on set:

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5. How would you report the safety problem?

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6. Who is WorkSafe and what do they do?

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7. Who do you go to when there is a safety issue?

*On Set:*

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8. If you identify that your filming environment is not safe, can you refuse to work in it? Why or why not?

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**9.** What do you do in an emergency situation? Describe how you must act:  
*You are late home and decide to hitch a ride, a car stops and the look of the driver and passenger worries you:*

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*It is a 38 degree day, you are on the beach and you notice that someone has fallen asleep and is becoming very red and sun burnt:*

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What would you do if your friend next to you fainted?

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**10.** What would you do if your friend had an anaphylactic reaction?

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**11.** How do you recognise an emergency situation?

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**12.** What is a hazard?

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**13.** Give 3 examples of a hazard on set:

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14. On set would you touch hazardous substances and dangerous goods (such as prop guns or swords). Why or why not? Who can and can't?

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15. What are the dangers associated with being continuously in a loud environment?

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16. Why do you keep away from electrical wires on set?

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17. When do you need to use PPE (Personal Protective Equipment) or clothing?

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18. Describe 6 things you should carry in your personal kit for on set:

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19. Do you carry family numbers in your mobile? How are they listed? Is it easy for someone to access if you are in an accident?

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**Notes and Homework Reminders:**

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# Act 27

**Date:** \_\_\_\_\_

Write the scripts you will be performing at the Presentation.

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Write contemporary monologue.

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**Notes and Homework Reminders:**

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## Act 28 & 29

**Date:** \_\_\_\_\_

**Write reminders for your final Year 1 Presentation:**

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## Log of Hours information

Nominal hours Certificate III: Total nominal hours over two years 570 – 700 hours.

Suggested learning time: three plus hours per week plus research, study (non-supervised learning), and Industry days (excursions).

The course provides for delivery in a variety of modes, including:

- Acting exercises
- Practical assessments in front of camera
- Interesting range of topics covered
- Pathways and peripheral jobs information
- Industry guest speakers' workshops and tutorial
- Knowledge of how the industry works

The time required to undertake these activities will vary between students based on their experience. On average, the non-supervised activities listed above will equate to 500 hours. Students will be required to keep a 'Log of Hours' to record performance arts activities, many will be directly relatable to the course learning tasks, but some may be from additional studies with the performance arts.

### Hours Allowed

- VCE Drama
- VCE Theatre
- Fee for service drama/music theatre/performing arts lessons
- Dancing/singing lessons
- Acting coaching (for auditions – one on one)
- Circus arts
- Time spent learning scripts for class
- Time spend researching class tasks
- Time spend practicing filming
- Time spend watching YOUTUBE VIDS/FILMS for acting technique work

### Do NOT write hours of class



