

IB Theatre Assessment Submission Checklist

First Assessment May 2024

RESEARCH PRESENTATION (HL & SL Candidate)

Submission Date **March 15th**

For Each Student the following must be submitted to IBIS -

- A single video recording of the student's research presentation (15 minutes maximum).
 - The video must contain all three criteria. If you have recorded each criteria individually, then all three must be edited into a single video in order to be uploaded to IBIS.
 - Format for video: .mp4 maximum file size is 500MB
- A list of all sources cited, and any additional resources used by the student during the presentation.
 - If a PowerPoint is used in the presentation, this must be submitted as a PDF, and all sources must be cited in a bibliography on the final slides.
- Do not put the student's name on ppt or video.

PRODUCTION PROPOSAL – Internal Assessment (HL & SL Candidate).

Submission Date **April 20th**

- A production proposal (a maximum of 12 pages of written text and images*) plus a list of all sources used.
- The title page should include the name of the Assessment, the Title of the Play, the Playwright's Name, and the student candidate number – see example below.

Production Proposal

The Glass Menagerie
By Tennessee Williams

Candidate abc123

Page count

- The page count must be stated on the first page/title page of the production proposal. All text, annotations, labels, and citations must be included in the overall page count.
- The list of sources used is **excluded** from the page count.
- The production proposal is assessed on screen and students must ensure that their work is clear and legible when presented in a digital, on-screen format.
- The work is created using a common page size (A4 or US Letter), is typed in a legible sans serif 12-point font and uses standard margin sizes and single spacing. (The production proposal may also contain legible handwriting.)
- Students should adhere to the following structure, (see below) considering the criteria weighting for each section.**

Section	Focus	Recommended maximum lengths
1	Ideas and intentions	
	a. Each student explains the key ideas presented in the entire play text. They write with close reference to the play text, using specific examples from the text to support their explanations.	2 pages
	b. Each student uses their interpretation of the play text to develop and explain their theatre-maker intentions for the staging of the entire play.	2 pages
2	The proposed design	4 pages
	The student presents their production designs visually with an explanation and justification of the performance space and how they would employ production elements to meet their stated theatre-maker intentions. These are overarching design proposals for the look and feel of the production as a whole rather than a detailed analysis of any specific moments in the play.	
3	The proposed staging of one moment of the play Each student envisions how they would stage one specific moment in the play, explaining how they would use both performance and production elements in this moment of the play to effectively create tension, emotion, atmosphere, and/or meaning (or "TEAM"). These are detailed proposals for staging one specific moment in fulfillment of the theatre-maker intentions. As students are expected to discuss both performance and production elements in this section they must be sure to fully justify the exclusion of either one if they choose to eliminate them from their vision for the staging of the specific moment (for example, the removal of performers from the space entirely, or the staging of a moment without the use of any set or lighting).	4 pages

Source: IB Theatre Guide, First Assessment 2024 page 37 & 38

COLLABORATIVE PROJECT (HL & SL Candidates)

Submitted on **April 30th**

Each student submits the following for assessment.

- A completed cover sheet. The cover sheet can be found [HERE](#)
- A project report (a maximum of 10 pages of written text and images*) plus a list of all sources used.
- The work is created using a common page size (A4 or US Letter), is typed in a legible sans serif 12-point font, and uses standard margin sizes and single spacing. (The project report may also contain legible handwriting.)
- A video recording of the final piece (7–10 minutes maximum).
 - o Format for video: .mp4 maximum file size is 500MB

TCAF Form – you will submit the completed TCAF Form with this assessment to IBIS.

SOLO PROJECT (HL only)

Submitted on **April 30th**

Each student submits the following for assessment.

- A report (2,500 words maximum) plus a list of all primary and secondary sources cited.
- A continuous unedited video recording of the whole solo theatre piece (lasting 4–7 minutes maximum).
 - Format for video: .mp4 maximum file size is 500MB

GUIDELINES FOR DOCUMENT FORMATTING FOR IB THEATRE WRITTEN SUBMISSIONS

The following formatting is required for written eCoursework (excluding visual arts). This ensures the work can be easily read on-screen by examiners as well as ensuring there is consistency between the diploma subjects.

- Use of fonts such as Arial, minimum font size 12 (no smaller than 11pt)
- Single (or greater) line spacing
- Numbered pages
- Portrait orientation (rather than landscape)—except where it is necessary or appropriate. The use of landscape orientation may be to accommodate a specific item such as a graph or illustration

For components with page limits:

- It is not acceptable to “shrink to fit” an eCoursework assignment to remain within page limits by reducing white space on the page, reducing A3 to A4 so the font size becomes less than 11pt, or choosing a non-standard font. Examiners are instructed not to award marks for work that has been “shrunk to fit” in this way.

To check how a document will be presented to an examiner for marking:

- view the document in a “Print Preview” mode
- print the document
- export the document to a PDF file.

The candidate’s personal code (abc123) should be used as a means of identifying candidates’ work on coursework and forms submitted to the IB but is not required.

STUDENTS - You MUST include your Candidate Number and your NAME in the file name please. These will be edited out but will support the process of organizing and uploading your work by the IB Coordinator and/or instructor.

All requirements stated on this resource were taken from the IB Theatre Guide, M24