



WELCOME PACK

BA (HONS) MAKE-UP FOR MEDIA AND PERFORMANCE

2014

FACULTY OF MEDIA AND PERFORMANCE



# Introduction

**Dear student,**

We are delighted to welcome our new cohort of make-up students to the Arts University Bournemouth in September. The course will begin with an induction week during which time you will have the opportunity to meet the staff and students, to find your way around the campus, to discover Bournemouth and to learn more about the first units of study. The course is very full and challenging and is delivered over thirty weeks with the usual Christmas and Easter breaks. You will find in this welcome pack instructions and information about course equipment and books.

**Make-up Course Kits- The course kits listed below are essential for the beginning of your studies. (Three order forms are enclosed with this pack.)**

- Wigs Up North – Professional make-up products
- Banbury Postiche – Wig-making kit
- Sally's Salon Services – Hairdressing kit

The items on the list are essential and the kits should be ordered directly from the suppliers by no later than 29 August 2014 so that they arrive promptly, at the University, for the commencement of the course. Please refer to the order forms enclosed. You may already have a hairdressing or make-up kit from a previous course. In this instance please contact the supplier directly as you can purchase only the items you do not have to top-up your existing kit at a separate price. Following enrolment you will need to pay £240 through the AUB online store to receive your AUB Professional Make-up Materials Kit, included in this kit is: a set of seven MAC liquid foundations, sculpting tool, Skin Illustrator palette, MME remover, IPA brush cleaner, your own airbrush, a copy of the Study Skills Handbook and reservation of a place on our induction trip to see a stage performance. If you already have some of the aforementioned items please bring them with you. You will need to bring your summer project images and your current art/make-up portfolio of work with you on the Tuesday of induction week. All pre-ordered make-up kits will be distributed during the induction week. It will be necessary to have some art materials and equipment too. Recommendations are included in the section "what to bring with you" in this pack. We want to offer you the best support whilst you are with us so if you have a disability or additional needs, and wish to discuss any matter in confidence, please contact the disability support team at [wellbeing@aub.ac.uk](mailto:wellbeing@aub.ac.uk) or by calling 01202 363291 / 363106. After reading the contents of this pack, if you have any queries, please contact the make-up office at [smonro@aub.ac.uk](mailto:smonro@aub.ac.uk) or by calling 01202 363126. We look forward to seeing you on Monday 22 September 2014.

**Best Wishes,**  
**Sara Taylor, Principal Lecturer.**

# Arrival

The academic year for undergraduate students starts on **Monday 22 September 2014**; please arrive in time for **9.30am** on that day and make your way to **Meeting Point 3 in the Gallery**.

The Principal lecturer will meet you there, so please arrive promptly. Please expect to be in all day on Monday 22 September for Induction events and course related activities, you will finish at 4:30pm

If for any reason you are delayed on your way to us, please make your way to Main Reception. A campus map is available at the back of the enclosed Student Guide.



# Induction

**You must arrive and check in on Monday 22 September at 9.30am at Meeting Point 3 in the Gallery.**

Your first few days at the University will include enrolment and induction events to introduce you to the facilities and services you will be using as a student, as well as the activities and resources on your course. You will receive copies of important documents, including your course handbook and the Undergraduate Course Framework and HE Regulations.

The following activities have been arranged for you (You will have additional course related activities this week and will receive a schedule of those activities at the first meeting. Be prepared to be busy all week!):

## Monday 22

9.30am	Arrive and Check In	Meeting Point 3 in the Gallery
10.00am—10.45am	Principal's Welcome	University House Lecture Theatre
2.00pm—2.30pm	Library Induction	University House Lecture Theatre

## Tuesday 23

9.30am—1.00pm	Course Induction	Make-up Studio 1
10.30am—11.00am	Enrolment ID Check	Conference Centre
2.00pm—2.30pm	IT Protocols	University House Lecture Theatre
4.00pm—4.30pm	Student Services & SU	University House Lecture Theatre

## Wednesday 24

10.00am—4.30pm	Course Induction	Make Up Studio 1
----------------	------------------	------------------

## Thursday 25

10.15am	Leave for London	Meet at AUB
2.00pm	Visit	National Portrait Gallery
7.00pm	The Comedy of Errors	Shakespeare's Globe Theatre
00.00am	Return to Bournemouth	Back to AUB



# Preparing for your course

## THE ART OF STUDYING

Learning at university will probably be very different to how you learnt at school or college. To help you adjust to university study, the Arts University Bournemouth has created a brief on-line introduction entitled *The Art of Studying*. For lots of helpful hints to develop the skills you need as a student, go to [www.artofstudying.co.uk](http://www.artofstudying.co.uk)

## READING LIST

The course uses a range of reference material and you may be familiar with some of the books, journals and DVDs the course team will refer to during the course of your studies.

You will receive your copy of *The Study Skills Handbook* during induction week.

We do not ask that you purchase specific make-up textbooks but the following texts are particularly useful and if you own copies we do advise that you bring them with you. Both the Corson books are expensive and the library has several copies of all of these as well as the other reference material you will use, so do not feel obliged to buy your own.

Corson, R. (2003) *Fashions in Make-up from Ancient to Modern Times* London: Peter Owen

Corson, R. (2005) *Fashions in Hair: the First Five Thousand Years* Times London: Peter Owen

Delamar, P. (2002) *The Complete make-up artist: working in film, fashion, television and theatre*. 2nd ed. London: Thomson Learning Vocational.

Debruceni, T. (2012) *Special Makeup Effects for Stage and Screen: Making and Applying Prosthetics*. Burlington, MA: Elsevier Focal.

## SUMMER PROJECT

You will need to bring your summer project images and your current art/make-up portfolio of work with you on the Tuesday of induction week.

As make-up artists you will be contributing to a variety of collaborative events/productions; during each year of your study with Acting and Costume who will stage several live shows, set across a number of historical eras.

To prepare for your first unit at Level 4 study and to introduce you to the importance of research for performance design, we would like you to research into the lead characters portrayed in the scripts of William Shakespeare and the fashions and trends during the Elizabethan period.

You should consider the following:

Contextual research (character research and media portrayals):

- William Shakespeare scripts
- Modern stage and television adaptations of the plays and their characters

Historical research (authentic, historically accurate research):

- Fashions in clothing, hair and make-up for men and women in Elizabethan England.
- Social class, gender and political issues that may have influenced fashion, hair & make-up.

Choose 6-8 images that you have found and bring them with you (make sure you know something about the pictures you choose, so keep notes).

Please ensure that these are printed rather than digital.

# Additional course details

## COMPUTER EQUIPMENT

We will be using a range of software on the course and you will be introduced to this during your studies. Our make-up studios are fitted with MacBook laptops.

You are NOT required to purchase a computer as a course requirement. However, many students prefer the convenience of working on their own computer and if you are considering purchasing one, we would recommend an Apple MacBook. Many computer retailers offer student discounts, so you may wish to wait until you have enrolled on your course before making any purchase.

## COURSE TRIP

Induction Week Trip: National Portrait Gallery and 'Comedy of Errors' at The Globe Theatre, London. Thursday 25th September

As an introduction to the course, and to gain insight into the contexts in which make-up artists work, we have organised a day trip to visit the National Portrait Gallery and Globe Theatre in London to see 'Comedy of Errors' on Thursday 25th September. We will be leaving the University campus at 10.30am and departing Shakespeare Globe Theatre at 10pm (approx), to return to Bournemouth by 00.30am. Please inform us if you require disabled access or a seated ticket for the theatre. You will need a note book and pen for making notes about the performance.

### Itinerary

10.15am Meet at University bus bay and board coach

10.30am Depart AUB for London (Fleet Services break)

2.00pm Arrive at National Portrait Gallery

7.00pm Performance (please return from National Portrait Gallery and be seated, performance begins at 7.00pm)

10.00pm Depart Shakespeare's Globe, to return to AUB

N.B: We will also be organising other local, national (and possibly international) educational visits during the course, for example to theatre productions, make-up studios and IMATS (trade show).



# What to bring with you

## ONLINE ENROLMENT

All students are required to enrol online on, or soon after, 16 September 2014.

Online enrolment is accessed via myApplication. Login with your 7-digit username (student number) and follow the instructions – this is approximately a ten minute task. If you have any problems with online enrolment, please contact Student Records [studentrecords@aub.ac.uk](mailto:studentrecords@aub.ac.uk) or telephone 01202 363381 / 01202 363221.

## ENROLMENT ID CHECK

Enrolment is completed by an ID check during your first week at AUB. It is essential that you bring the following ID with you to complete this process:

One of the following

- Full valid passport
- UK photographic drivers licence/full or provisional
- Valid photo identity card (EU countries only)

If you cannot bring any of the above forms of ID we will accept a photo ID plus one other form of documentation. The full list of acceptable documents can be accessed during the online enrolment process.

**We also suggest that you bring the following items with you to help you with your study:**

- Notepad and pens
- Memory stick or CD-ROMs for backing up your computer work
- A digital camera if you have one
- Any art materials you may have from previous projects or courses if you have them



# New student checklist

- Check the fees due for your course <http://aub.ac.uk/before-you-get-here/fees>. Please email [income@aub.ac.uk](mailto:income@aub.ac.uk) with any queries.
- If you have applied for a student loan, ensure you return the Declaration form and complete your online enrolment or your loan will not be issued.
- If you have a disability please complete the enclosed disability disclosure form, and contact the Disability Support team.
- If you have not already done so, arrange your accommodation. You can contact Student Advice for guidance.
- Ensure you are vaccinated against meningitis and mumps.
- Complete the enclosed GP registration form.
- Arrange insurance for your belongings.
- Complete any preparatory work detailed in this Welcome Pack.
- Upload your photograph through myApplication for your AUB student card.

Admissions,	01202 363228 01202 363225	<a href="mailto:admissions@aub.ac.uk">admissions@aub.ac.uk</a>
Student Advice,	01202 363031 01202 363242	<a href="mailto:studentadvice@aub.ac.uk">studentadvice@aub.ac.uk</a>
Academic Support,	01202 363273	<a href="mailto:academicsupport@aub.ac.uk">academicsupport@aub.ac.uk</a>
Disability Support,	01202 363291	<a href="mailto:wellbeing@aub.ac.uk">wellbeing@aub.ac.uk</a>
Students' Union,	01202 363286	<a href="mailto:studentunion@aub.ac.uk">studentunion@aub.ac.uk</a>



