

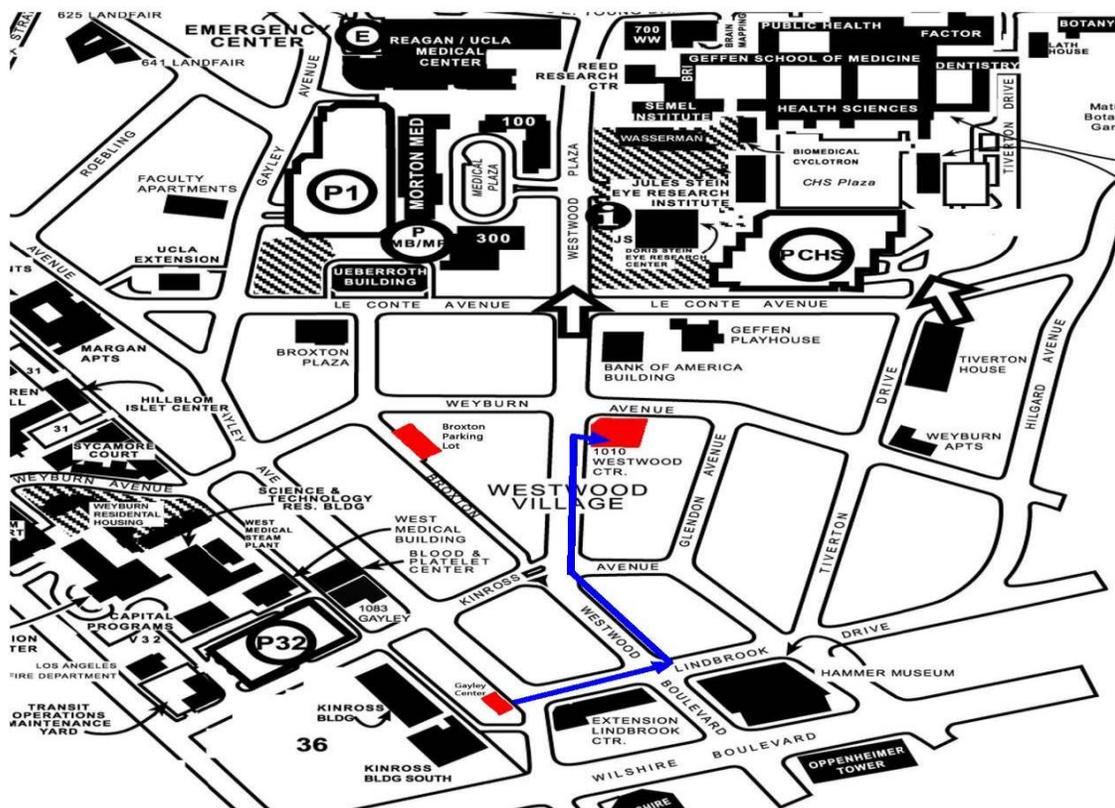
# Writers Studio Essentials 2019

## OPENING RECEPTION:

We'll see you on **Thursday, February 07, 2019 at 9:00am** at the **UCLA Extension Gayley Center, Room 121** for our opening reception.

You'll enjoy a light breakfast with your classmates and meet your instructors. At 9:45am, the Writers' Program staff will escort you to the 1010 Westwood Center where all the Studio workshops are held. Workshops begin at 10am.

If you arrive after 9:45am on the first day of the Studio, please go directly to the 1010 Westwood Center and check in with a Writers' Program staff member in the Writers Studio Office, Room 418.



### Westwood Village Locations:

**Gayley Center**  
1145 Gayley Ave.

**1010 Westwood Center**  
1010 Westwood Blvd.

**Broxton Parking Lot**  
1036 Broxton Ave.

## ESSENTIAL INFO:

### FREE WI-FI

The 1010 Westwood facility has Free Wi-Fi (**UCLA\_WEB**).

### STUDIO OFFICE (Writers' Program Office) - ROOM 418

If you have Studio-related questions (or need coffee), stop by the Studio Office in ROOM 310. Our studio coordinator **Nutschell Windsor** will be available all four days.

### COFFEE, WATER AND SNACKS are available in ROOM 418 all four days.

You will be provided with special Writers' Program mugs, which you may refill with water and/or coffee in Room 418. Also note that **vending machines are available on the 1st floor.**

### COMPUTER / COPY ROOM – ROOM 414

**Computers are available in ROOM 414 from 9am-6pm all four days of the Studio.** A copier is also available in ROOM 414. For very lengthy print jobs, please go to a printing facility in **Westwood Village, such as FedEx Office Print & Ship Center: 10924 Weyburn Ave., Los Angeles, CA \* 310-443-5501**

### BOOK SALES – SATURDAY, 12-4:30pm

Books written by instructors and guest speakers will be sold **Saturday, 12pm – 4:30pm** by ASUCLA Book Store. Visit the book sales table at the 4<sup>th</sup> floor lobby. Feel free to ask your instructor or guest speaker to sign a copy of his/her book.

### SPECIAL NOTE

Please take your personal belongings with you when you leave your classrooms at night as classes are scheduled in your room in the evening. If you leave any belongings (i.e. mugs and course materials) overnight, they may not be there in the morning.

### IMPORTANT ADDRESSES:

#### Opening Reception:

Room 121  
UCLA Extension Gayley Center  
1145 Gayley Avenue,  
Los Angeles, CA 90024

#### Closing Reception:

Room 408-409  
UCLA Extension Westwood Center  
1010 Westwood Avenue,  
Los Angeles, CA 90024

# Studio Schedule

## THURSDAY, FEBRUARY 7

- 9am – 9:45am Registration, Introductory Breakfast, & Opening Remarks at the Gayley Center, Rm. 121
- 9:30am – 9:45am Remarks by Director Charlie Jensen
- 9:45am – 10am Students escorted to 1010 Westwood Center
- 10am – 1pm Workshops begin in 1010 Westwood Center
- 1pm – 2pm Lunch (not provided) \*\*
- 2pm – 5:30pm Workshop

## FRIDAY, FEBRUARY 8

- 10am – 1pm Workshop
- 1pm – 2pm Lunch (not provided) \*\*
- 2pm – 6pm Workshop

## SATURDAY, FEBRUARY 9

Guest speakers visit today! Lunch times may change slightly depending on the speaker's visit

- 10am – 1pm Workshop
- 12pm – 4:30pm Book Sales on 4<sup>th</sup> Floor
- 1pm – 2:15 pm Lunch (not provided) \*\*
- 2:15 pm – 6pm Workshop

## SUNDAY, FEBRUARY 10

- 10am – 1pm Workshop
- 1pm – 2pm Lunch (not provided) \*\*
- 2pm – 5pm Workshop
- 5pm – 6pm Closing reception in 1010 Gallery (room 409)

**\*\* See "Places to Eat in Westwood Village"**

# Staff Contact Information

If you have any questions before, during, or after the Writers Studio, please contact the **Studio Coordinator** or our **Creative Writing and Screenwriting advisors**.

## **CREATIVE WRITING:**

Carla Janas: [cjanas@unex.ucla.edu](mailto:cjanas@unex.ucla.edu) // (310) 267-4888

## **SCREENWRITING:**

Chae Ko: [cko@uclaextension.edu](mailto:cko@uclaextension.edu) // (310) 206-2612

Jeff Bonnett: [jbonnett@uclaextension.edu](mailto:jbonnett@uclaextension.edu) // (310) 206-1542

## **STUDIO COORDINATOR:**

Nutschell Windsor: [nwindsor@uclaextension.edu](mailto:nwindsor@uclaextension.edu) // (310) 794-1846

*To reach the Writers' Program office:*

*Email [writers@uclaextension.edu](mailto:writers@uclaextension.edu) or call (310) 825-9415.*

# FAQs – Writers Studio 2019

## WORKSHOPS

**Q. How do I get in touch with my instructor before my workshop begins?**

A. Instructor contact information can usually be found in the welcome letter from your instructor or in the course syllabus. If you need to reach your instructor and no contact information is listed, you may email your question to the Writers' Program at [writers@uclaextension.edu](mailto:writers@uclaextension.edu), and we'll forward it to your instructor.

**Q. Do I need to bring a laptop to my workshop?**

A. A laptop isn't required for any workshop, unless your instructor specifically states that a laptop/tablet is required. Some students prefer to work and take notes on a laptop; if so, feel free to bring one to the Studio. All Studio classrooms are equipped with a power strip with several outlets, though we cannot guarantee that every student with a laptop will have a power outlet available. Wireless internet is available in the building. There will be a limited number of desktop computers, printers, and a copier available for student use in Room 414. The equipment is available first come first served, and there are time- and page-length restrictions.

**Q. What do I need to bring to the first day of my workshop?**

A. Check your instructor's syllabus to see if he/she specifically requests work to be completed before the class begins (for example, that you read a script or novel before the first class). Otherwise, all you need to bring to class is a notebook and pen or pencil.

## LOGISTICS

**Q. Where can I get logistical information about the Writers Studio?**

A. Logistical information including hotel lists, restaurant information, contact information, driving directions, parking instructions, and maps are on the website [here](#). A letter and syllabus from your instructor are included in your welcome email. Classroom assignments will be emailed in early January. If you need help or cannot find the details you need, please call our Studio Coordinator: Nutschell Windsor: [nwindsor@uclaextension.edu](mailto:nwindsor@uclaextension.edu) // (310) 794-1846

**Q. Where do I park for the Writers Studio?**

A. Studio students may choose to park in any of the parking lots in the Westwood area. Parking information is on the website [here](#). Each lot we list is within a comfortable walking distance of the 1010 Westwood building and the Extension Gayley Center. Parking is on a daily, first-come, first-served basis and we cannot guarantee the availability of spaces on any given day in any particular lot. Please check individual lots for the most up-to-date prices and information.

Q. **Where do I go the first morning of the Studio?**

A. We'll see you on **Thursday, February 07, 2019 at 9:00am** at the **UCLA Extension Gayley Center, Room 121** for our opening reception. You'll enjoy a light breakfast with your classmates and meet your instructors. At 9:45am, the Writers' Program staff will escort you to the 1010 Westwood Center where all the Studio workshops are held. Workshops begin at 10am.

Q. **What should I do if I'm late the first morning of my workshop?**

A. If you arrive after 9:45am on the first day of the Studio, please go directly to the 1010 Westwood Center and check in with a Writers' Program staff member in the Writers Studio Office, Room 418.

## ENROLLMENT

Q. **I enrolled in a Writers Studio workshop but am unable to attend. How do I request a refund?**

A. Refund requests must be received by mail or by phone no later than **Monday, January 7th, 2019. There is a \$150 service charge for Studio refunds.**

To request a refund, call (310) 825-9971, or email [refunds@uclaextension.edu](mailto:refunds@uclaextension.edu).

Q. **I've enrolled in a Writers Studio workshop but would like to transfer to another section. Is that possible?**

A. You can transfer your enrollment by calling the Registration Office at (310) 825-9971, provided that spaces are available in the workshop in which you'd like to enroll. **Please note that there is a transfer fee of \$120.** Once you transfer your enrollment, you'll receive an email confirmation, and we'll email you the course welcome letter and syllabus.

Q. **What do my Writers Studio fees cover?**

A. Your Writers Studio fees cover:

- enrollment in one four-day workshop
- a special guest speaker on Saturday
- the opening reception, including a Continental breakfast
- the closing reception, including light refreshments and wine
- use of the computers, printers, and copier in room 310
- coffee and light snacks throughout the Studio, while supplies last
- a complimentary coffee mug

Items **NOT** covered by the course fees include:

- transportation to and from the Writers Studio
- parking

- lodging & additional meals
- textbooks or writing supplies
- anything else not listed as covered above

## Writers Studio 2019 Classroom Assignments\*

### Creative Writing

Instructor	Course	Room #
Jennifer Caloyeras	Writing the Young Adult Novel	214
Antonia Crane	Writing Your Memoir	306
Amy Friedman	Writing the Personal Essay	307
Billy Mernit	Writing Memorable Scenes for Fiction and Nonfiction	415
Mark Sarvas	Writing the First Novel	407
Steven Wolfson	Conquering Your Story and Its Superstructure	320

### Screenwriting

Instructor	Course	Room #
Cindy Davis	Writing Your First Feature Film	310
Corey Mandell	Creating Powerful Scenes and Sequences for the Movies	416
Eric Abrams	Creating the Half-Hour Television Pilot	218
Zac Hug	Creating the One-Hour Television Pilot	313
Cynthia Hsiung	Showrunners Bootcamp	413

\* Room assignments are finalized a month before the Studio.