CSCI 467: Computer Science Internship (4 credits)

Course Description
Students work at a business or non-profit organization integrating studies in computer science with work-based learning. Students are supervised by a faculty member. 4 credits. *Prerequisites:* Major in computer science. GPA of at least 2.67 in Computer Science courses, completion of, or concurrent ,enrollment in CSCI 401, Software Engineering, and permission of both the department chair and the Dean of the Faculty of Arts and Sciences.

Course Goals and Objectives
Computer science majors will receive credit for work done in a business or non-profit. Job duties should be relevant to the student's academic and professional development. A RIC faculty member will serve as the instructor.

This course will provide students with the opportunity to:

1. develop skills in application of theory to practical work situations
2. test their aptitude and/or interest for a particular career
3. develop skills and techniques directly applicable to their careers
4. develop/acquire good work habits
5. develop and enhance employment opportunities
6. have higher levels of academic performance
7. facilitate their transition from college to full-time employment

Method of Instruction
Students will spend an average of one hour/week in seminar plus 12 hours/week at their work sites.

The seminar will include discussion of technical and other issues encountered in internships and a final internship report from each student. The final report should contain the following items:

1. A brief description of the company, what it does, and how it is organized.
2. A brief description of the student's job duties.
3. A description of the student's projects.
4. A discussion of the relevance of the student's work experience to their academic and professional development.
5. Any special challenges that the student faced.

Method of Evaluation
The instructor, on-site supervisor, and student will sign an Internship Proposal and Agreement Form specifying the

requirements for the student to satisfactorily complete the on-site component of the internship.
The Proposal and Agreement form will include the following information:

1. The name and address of the organization.
2. The location where the student will be working, if different.
3. Contact information for the on-site supervisor.
4. Hours and duration of the internship.
5. A brief description of the job duties and/or projects. These should directly relate to the student's major.
6. Procedures for evaluation and grading, including evaluations from the on-site supervisor.

In addition, the student must successfully fulfill the requirements for the classroom component of the course.

At the end of the semester, evaluation materials from the on-site supervisor should be submitted. These may be signed by the supervisor and submitted by the student, or sent directly to the instructor, as specified on the Proposal and Agreement Form. At a minimum, the supervisor's evaluation should include certification that the student worked the required hours and performed the agreed upon duties.

Based on the Proposal and Agreement Form, the supervisor's evaluation, and the student's performance in the classroom component of the course, the instructor will assign a grade of satisfactory or unsatisfactory to the student.

Procedure for Placement

Students who are eligible for and interested in CSCI 467 should:

1. Search for an internship
    a) Investigate the internship and other career opportunities available through the Career Development Center at RIC (www.ric.edu/careerdevelopment; click on Destinations).
    b) Internship opportunities may also be posted by the Mathematics & Computer Science Department.
    c) You can also search on your own (personal contacts, friends, and the Internet).
2. If/when they find a position, to register for the course, students must:
    a) Meet with the instructor to seek approval for their job description.
    b) Complete and turn in an Internship Proposal and Agreement form (described above). This document must be approved by the on-site supervisor, signed by the student, and returned to the instructor, with a copy retained by the student and the on-site

supervisor, by **November 15th** for a spring internship, **April 15th** for a summer internship, or **July 31st** for a fall internship.

c) Receive approval from the Department Chair
d) Receive approval from the Dean of the Faculty of Arts and Sciences.

Plan for Coordination with Learning Site

The instructor will communicate with the on-site supervisor at the start and end of the semester and as needed.

Topical Outline for the Weekly Seminar:

The seminar will begin by first asking students to provide a summary of their recent experiences in their internships. We expect to invite speakers (former alumni, faculty and staff from Rhode Island College) to help in the discussions on the following topics.

1. Issues in the Workplace: 6 weeks
   a) How to deal with job expectations.
   b) Skills for working in a team
   c) Effective Communication
   d) Ethics in the work place

2. Future planning/employment opportunities: 6 weeks
   a) Resume writing
   b) Networking (Possible attendance at appropriate events such as one of the monthly meetings of the Providence Geeks)
   c) Interviewing Skills (including preparation for the technical portion of the interview, understanding your goals and abilities and researching the organization's services or products.)
   d) Job Opportunities available in computer science (Possible on-site visits)
   e)

3. Reports from Students about their internship experience: 2 weeks
   Midterm Report
   Final Report