TEXAS COLLEGE

DIVISION OF NATURAL AND COMPUTATIONAL SCIENCES

Department of Computer Science

Course Syllabus COSC 4375 Computer Science Undergraduate Internship

College is a Historically Black College founded in 1894, by the Colored Methodist Episcopal Church, now the Christian Methodist Episcopal Church (CME). Our mission continues to embody the principles of the Christian Methodist Episcopal Church. The College shall prepare students with competencies in critical and creative thinking related to the knowledge, skills, and abilities as defined in areas of study. Additionally, the College shall provide an environment to inspire intellectual, spiritual, ethical, moral, and social development, which empowers graduates to engage in life-long learning, leadership, and service.

Course Description

The internship experience should enhance the student's academic experience in the major. Internships provide an on-the-job learning experience giving students the opportunity to apply their technical and professional skills to the work situation and observe organizations in action. The sponsoring firm should provide a challenging learning experience related to the intern's major in computer science. The intern works with both the internship supervisor at the sponsoring firm and the internship director for the Department of Mathematics & Computer Science at Texas College to identify the roles and responsibilities for the internship experience.

TEXAS COLLEGE OUTCOMES

1. Critical Thinking Skills
2. Communication Skills
3. Empirical and Quantitative Skills
4. Teamwork
5. Social Responsibility
6. Personal Responsibility

Furthermore, COSC 1331 Introduction to programming ensures the following institutional objectives:

1. Enhance communicative skills (oral and written)
2. Enhance critical thinking and technology skills
3. Enhance leadership abilities and spiritual awareness
4. Create opportunities for professional and post-graduate pathways

All learning objectives reflect the Texas College Core Values:

Academic Excellence: Developing a culture of curiosity and creativity that will challenge the frontiers of teaching/learning; stimulate research; raise the level of analytical reasoning and inquiry; and enable students to acquire leadership, human relations, communication, and technology skills.

Integrity: Instilling the pursuit of character, honesty, and sincerity of purpose as the moral rubrics upon which the behaviors of our graduates and College family are anchored.

Perseverance: Implanting diligence, enterprise, and pride in the application of skills, knowledge and abilities developed during the course of study at Texas College.

Social Responsibility: Promoting in the College community a conscious awareness that we are all stewards of the resources entrusted to our care.

Tolerance: Emphasizing openness to divergent points of view, applying an eclectic approach to rational and analytical thinking.

Community Service: Encouraging self-extension in service to others as the heart and soul of our educational enterprise.

Program Learning Outcomes:

Graduates of the Computer Science Program will have an ability to:

1) **Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions.**
2) **Design, implement, and evaluate a computing -based solution to meet a given set of computing requirements in the context of the program's discipline.**
3) **Communicate effectively in a variety of professional contexts.**
4) **Recognize professional responsibilities and make informed judgments in computing practice based on legal and ethical principles.**
5) **Function effectively as a member or leader of a team engaged in activities appropriate to the program's discipline.**
6) **Apply computer science theory and software development fundamentals to produce computing-based solutions.**

COURSE POLICIES AND PROCEDURES

SUBMISSION OF ASSIGNMENTS

All assignments must be submitted on time ***in JICS, primarily through Upload and the Forums. Please do not submit work through emails.*** *Each day that an assignment is late, points will be deducted from the final grade of that assignment. In the event* ***extenuating circumstances*** *prevent you from turning in an assignment please contact the instructor* ***before*** *the due date. Late work will be accepted without penalties only if emergencies are documented or technology outages prevail. Students are required to have access to internet that is JICS compatible.*

ATTENDANCE POLICY

Attendance in remote synchronous learning sessions (Zoom) or face to face in the studio is required for this course. Online participation is also a requirement for a passing grade in this course. ***Students are expected to participate in class discussion.*** *Respond to the weekly discussion question by each Wednesday and reply to at least one classmate by Sunday of each week. To receive credit for substantive participation, each posting should exceed 80 words in thoughtful, complete sentences. You will not receive credit for participation if you submit bullet points, texting language, slang, profanity, or* ***plagiarized commentaries****. Please be advised that poor online participation can result in failing the course. Students should check emails and classroom announcements (JICS) on a daily basis to remain well-informed.*

The student is responsible for attending all lectures, seminars, Performance Labs, Student Recitals and Juries for each registered class—beginning with the first day of class scheduled—in order to verify registration with instructors and to complete all work assigned for the course. If a student does not attend class during the first week (first five instructional days) of the semester, or does not attend five consecutive class sessions, and does not give prior notification to the instructor of reasons for absence, and intent to attend the class, the student may be recommended to the Vice-President for Academic Affairs to be administratively withdrawn from the course. The instructor should read the rules governing class attendance and absences to each of the assigned classes at the beginning of each semester.

These attendance regulations will be strictly enforced.

The student will be held accountable for adhering to the College Attendance Policy. Instructors are not obligated to allow students to submit late assignments because of their absence, unless the absences have been officially approved. An officially approved absence, however, gives the individual who missed the class an opportunity to turn in the assignment late but in no way excuses the student from the work required. Official excuses are granted by the vice president for student affairs for authorized College activities, verified personal illness, or illness or death in the student's immediate family. Students should understand that absences may jeopardize their grades. A student will be permitted one unexcused absence per credit hour of the course in which he/she is enrolled. Any student whose unexcused absences exceed the number permitted may, at the discretion of the instructor, be assigned a grade of "F" or be dismissed from the class.

Absences will count from the first official date of classes and not from the first day the student attends. It is the responsibility of the instructor to keep an accurate attendance record of all students enrolled. Students receiving veterans' benefits are required to attend classes according to the regulations of the Veterans Administration in addition to those regulations set by the College for all students.

Students are responsible for following the policies, schedule, and procedures outlined in this syllabus. The syllabus is subject to change in the event of circumstances beyond the instructor's control.

ACADEMIC INTEGRITY

Texas College believes that strength of character is as important as academic achievement; therefore, the College expects everyone in the academic community to maintain personal integrity in academic matters and not to contribute or condone the dishonesty of others. Scholastic dishonesty (which includes any form of

plagiarism, cheating, falsification of records, and collusion with others to defraud) is improper and will not be tolerated. Texas College reserves the right to apply disciplinary actions to a student who has committed scholastic dishonesty.

Plagiarism Policy:

All students must uphold the ethical standards of the education and abide by Texas College's policy on plagiarism. In this regard, any evidence of plagiarism submitted in course assignments will be dealt with according to this policy. This action may mean a failing grade for the course. For further information regarding plagiarism, see the ***Texas College Handbook*** (pp. XX-XX, items bb, 3b).

INSTRUCTIONAL METHOD

Texas College observes **remote synchronous instruction** defined as a two-way, real-time/live, virtual instruction between instructors and students when students are not on campus and observing COVID-19 distance requirements.

In this method, the required amount of instructional time related to courses will be scheduled each day, and communication is generated when attendance is recorded daily at a locally selected time utilizing Bio Signature Software. Synchronous instruction is provided through a computer or other electronic device or over the phone. The instructional method will address the course and degree program requirements. If a student who is originally scheduled to receive instruction through the on-campus or synchronous instructional method is not present at the designated official attendance time, the student will be not be considered present for the day by engaging through the remote synchronous method.

In the remote synchronous instructional method, student engagement is measured daily, and attendance is assigned based on the student's completion of that day's course engagement measure. Students who do not complete the daily measure of engagement will be counted absent for that day, and that absence cannot be changed to remote synchronous present if the student completes the engagement measure on a later date.

Attendance is measured as synchronous interaction for scheduled courses. Attendance depends on the **active participation of students**. Students are expected to attend online sessions just as they would in a face-to-face classroom, by avoiding non-course related activities. We encourage appropriate lighting which promotes better engagement when the video feature of Zoom is in use.

Classroom Attire:

Students are expected to follow the College dress code. Students dressed inappropriately will be dismissed with an unexcused absence for the day.

- Female students are required to wear covering over the upper portions of their bodies.
- Low-cut blouses are prohibited.
- Back-out tops, blouses and t-shirts are prohibited.
- Micro-mini shorts that expose the buttocks are prohibited.
- Any dress, shirt, short, etc., that distracts from the teaching/learning process in the classroom is prohibited.
- Caps, head gear, durags are prohibited within the buildings.
- Male students are not permitted to wear shaggy pants.
- Male students are not permitted to wear sleeveless/muscle shirts in the classrooms or on campus.
- Male students are required to wear a belt with pants.

- Shoes are required in the classroom and cafeteria.
- No house shoes are permitted on campus.

Program in Which the Course is Required:

Bachelor of Science in Computer Science

COURSE METHODS, PROCEDURES, CONTENT, and REQUIREMENTS

IMPORTANT: The instructor provides the environment to facilitate learning; the student must engage his/her mind and actions. The instructor cannot guarantee that students will learn unless they do their part as active participants of their own education. Therefore, (1) Students may vary in their competency levels on these learning outcomes, and (2) they can expect to achieve these learning outcomes *only if* they honor all course policies, attend classes regularly, complete all assigned work in good faith and on time, and meet all other course expectations.

Instructional Strategies:

Each lesson consists of study of assigned literature. This includes rehearsing pitches and rhythms, practicing language fluency, discussion of performance practices for the style period in question, and evaluation of performances by the student and by others. Assignments for the following week are made and reviewed by student and teacher. The student is responsible for preparing those assignments and learning and memorizing the repertoire. The lesson is not designed for "learning" the music, but instead for fine tuning vocal technique and a meaningful performance. Students will gain performing experience through performances on Performance Labs and Student Recitals where they will evaluate their performance.

Student Activities:

Students will complete an Art Song/Aria Analysis Worksheet for each piece studied. From that worksheet, they will write Program Notes like those they will use for their final recitals.

Students will complete Fluency Assignments for each of the four languages. This includes reading the song text as if it is prose or dialogue. Listening to recordings of native speakers is recommended for the language to be as authentic as possible.

Performance Analysis studies will help the student identify challenges and problems in their own vocal technique as well as that of others. Recording their own performances and listening to performances on Youtube is the basis for this activity. This activity prepares students to become instructors in their applied area.

Performance Lab, Student Recitals, and Juries are assessments of the student's ability to demonstrate the creativity associated with the applied area, Voice. Students are required to attend all of the above and offer feedback to their classmates as well as evaluating their own performance.

Other activities may be added as deemed necessary by the instructor.

Method of Instruction and Expectations:

The method of teaching in applied lessons is much more relaxed and informal than in a lecture-based class. There are, however, high expectations from the student. The student is responsible for progress in the class. It is important that the student rehearse, practice, study the music and complete all of the learning activities as they are assigned to make adequate progress. The student MUST perform as assigned on Performance Lab, Student Recitals, and most of all, the Final Jury.

Note: Designated time will be given to each student to discuss student progress. Make an appointment with your instructor.

Method of Student Evaluation:

Students will be evaluated informally during the lesson time with instant feedback regarding the various elements of the piece. The student will be evaluated formally after each performance and for each assignment submitted. Summative assessment will take place at the Final Jury where the student will be evaluated by a panel of the music faculty using a standardized rubric.

COURSE REQUIRMENTS:

1. The student will perform assigned duties for 15 weeks, beginning January 15, 2019 and ending April 25, 2019
2. The student will work a minimum of 20 hours per week in the Office of Information Technology of their choice. Student is expected to find an organization for the internship.
3. Submittal of required report. Refer to Reports Due below.

COURSE QUESTIONS:

Throughout the duration of the Internship you will need to answer the two following questions. These two questions will become part of the reports required for successful completion of the course. Refer to Report Due below.

1. What are the skills I need to learn to help me get a job I want in the computer science field?
2. Is the "real-world" learning different from classroom learning?

LEARNING OUTCOMES:

The purpose of the internship is to increase the effectiveness of the student intern as a computer science professional. Specifically, the outcomes of the internship are:

1. To provide the intern with opportunities to participate in actual problem solving and decision making While planning, implementing, and evaluating policies related to the business organization.
2. To provide the intern with experiences that will broaden his or her understanding of the role of the computer science professional in the current business environment.
3. To provide the intern with the opportunity to relate and analyze college classroom learning to practical field experience.

MANDATORY REPORTS DUE:

After the job specifications and duties to be completed by the student intern have been decided upon by the IT Director, the following reports are required:

1. After performance on the job, the student will submit a report covering duties performed to date, the student's work schedule, the skills that have been learned on the internship to date and any challenges the student faced. These reports will be due

- Friday, September 30, 2022; (Monthly Report) along with meeting with Instructor

- Friday, October 28, 2019; (Monthly Report) along with meeting with Instructor
- Friday, November 30, 2022; (Monthly Report) along with meeting with Instructor
- Friday, December 9, 2022 (Final Report) along with meeting with Instructor

Each Monthly Report will be 12-point font, and a minimum of two pages in length double spaced.

2. The report due December 9, 2022 will be a Final Report and will cover all the duties accomplished and things learned that will assist the student to be successful in future employment. The Final Report will be 12-point font, and a minimum of two pages in length double spaced.

3. The IT Director will complete the Employer Evaluation Form and submit it at with Midterm Grades and Final Grades.

COURSE EVALUATION:

Grades will be given based on reports submitted by the student and from the employer.
All reports are related to the duties performed on the job and skills learned. The feedback provided by the IT Director will have the major role in determining the course grade. The IT Director's feedback can be by written or oral recommendation(s) to either the student, the Instructor, or both.

FINAL GRADE DETERMINATION:
Monthly Reports: 10%
Final Report: 10%
Employer Evaluation: 70%

A	90%-100%
B	80%-89%
C	70%-79%
D	60%-69%
F	59% and below