MASTER SYLLABUS

COURSE NUMBER – COURSE NAME
GMMD 440 – Orientation to Culminating Experience GMMD

Created by: Christopher Sweeney
Updated by: Christopher Sweeney

Canino School of Engineering Technology
Department: Decision and Graphic Media Systems
Semester/Year: Fall 2018
A. **TITLE:** Orientation to Culminating Experience GMMD

B. **COURSE NUMBER:** GMMD 440

C. **CREDIT HOURS:** (Hours of Lecture, Laboratory, Recitation, Tutorial, Activity)

   # Credit Hours: 1
   # Lecture Hours: 1 per week
   # Lab Hours: per week
   Other: per week

   Course Length: 15 Weeks

D. **WRITING INTENSIVE COURSE:** Yes □ No ☒

E. **GER CATEGORY:** None: ☒ Yes: GER
   *If course satisfies more than one:* GER

F. **SEMESTER(S) OFFERED:** Fall ☒ Spring □ Fall & Spring □

G. **COURSE DESCRIPTION:**

   This course is the precursor to the culminating experience in the Graphic and Multimedia Design program. The culminating experience will consist of an internship, a group or individual project or a combination of both. Seniors will meet with faculty on a weekly basis to discuss resume preparation, job interviewing techniques, on-the-job training, identifying and securing internships, internship requirements and performance assessment/evaluation. Students prepare their portfolio for either an internship or group/individual project. Students, who chose the group/individual project for their culminating experience will meet with faculty to develop research proposals.

H. **PRE-REQUISITES:** None □ Yes ☒ If yes, list below:

   Successful completion of all GMMD courses years 1-3 with a C grade or higher

   **CO-REQUISITES:** None □ Yes ☒ If yes, list below:

   GMMD 401 Multimedia Product Design 1 AND GMMD 408 Portfolio Development and Media Strategies
I. **STUDENT LEARNING OUTCOMES**: *(see key below)*

By the end of this course, the student will be able to:

<table>
<thead>
<tr>
<th>Course Student Learning Outcome [SLO]</th>
<th>Program Student Learning Outcome [PSLO]</th>
<th>GER [If Applicable]</th>
<th>ISLO &amp; SUBSETS</th>
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</thead>
<tbody>
<tr>
<td>Prepare an appropriate resume for job searches and interviews.</td>
<td>Interpretation</td>
<td>5-Ind, Prof, Disc, Know Skills ISLO ISLO</td>
<td>Subsets Subsets Subsets Subsets</td>
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<td>Apply interview techniques.</td>
<td>Interpretation</td>
<td>5-Ind, Prof, Disc, Know Skills ISLO ISLO</td>
<td>Subsets Subsets Subsets Subsets</td>
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<td>Identify appropriate mentorship opportunities in organizations that are commensurate with the student’s area of interest.</td>
<td>Interpretation</td>
<td>5-Ind, Prof, Disc, Know Skills ISLO ISLO</td>
<td>Subsets Subsets Subsets Subsets</td>
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<td>Compare and contrast internships versus research projects based on individual student needs.</td>
<td>Interpretation</td>
<td>5-Ind, Prof, Disc, Know Skills ISLO ISLO</td>
<td>Subsets Subsets Subsets Subsets</td>
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<td>Specify goals on which to be evaluated throughout a rating period.</td>
<td>Interpretation</td>
<td>5-Ind, Prof, Disc, Know Skills ISLO ISLO</td>
<td>Subsets Subsets Subsets Subsets</td>
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<td>Prepare a portfolio</td>
<td>Portfolio</td>
<td>5-Ind, Prof, Disc, Know Skills ISLO ISLO</td>
<td>Subsets Subsets Subsets Subsets</td>
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<td>ISLO #</td>
<td>Institutional Student Learning Outcomes [ISLO 1 – 5]</td>
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<td>1</td>
<td>Communication Skills</td>
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<td>Oral [O], Written [W]</td>
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<td>2</td>
<td>Critical Thinking</td>
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<td>Critical Analysis [CA], Inquiry &amp; Analysis [IA], Problem Solving [PS]</td>
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<td>Foundational Skills</td>
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<td>Information Management [IM], Quantitative Lit./Reasoning [QTR]</td>
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<td>Social Responsibility</td>
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<td>Ethical Reasoning [ER], Global Learning [GL], Intercultural Knowledge [IK], Teamwork [T]</td>
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<td>5</td>
<td>Industry, Professional, Discipline Specific Knowledge and Skills</td>
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*Include program objectives if applicable. Please consult with Program Coordinator*
J. **APPLIED LEARNING COMPONENT:** Yes ☑ No ☐

If YES, select one or more of the following categories:

- Classroom/Lab
- Internship
- Clinical Placement
- Practicum
- Service Learning
- Community Service
- Civic Engagement
- Creative Works/Senior Project
- Research
- Entrepreneurship

K. **TEXTS:**

None

L. **REFERENCES:**

None

M. **EQUIPMENT:** None ☑ Needed:

N. **GRADING METHOD:** A-F

O. **SUGGESTED MEASUREMENT CRITERIA/METHODS:**

- Proposals/Cover Letters/Internship agreement
- Portfolio
- Resume

P. **DETAILED COURSE OUTLINE:**

I. Resume design and Portfolio creation.
   A. Career Services
   B. Resume & cover letter writing
   C. Portfolio creation

II. Interview preparation
   A. Researching for appropriate internships and mentorship possibilities
   B. Interview Guidelines
   C. Dress
   D. Interviewing Techniques
   E. Creative Techniques for Getting an Interview

III. Post Interview Actions
   A. After the Interview
   B. Benefits and Salary

IV. Internship agreements.
   A. Personal Liability
   B. Internship Liability
   C. What to expect from your internship
VIII. Setting Goals
A. Objective vs Subjective
B. Goals as a Moving Target
C. Goal Review
IX. Preparing a research proposal
A. Identifying Areas of Interest
B. Developing a Research Plan
C. The Questions We Ask
D. Applying GMMD Core Course Material to Address the Questions

Q. LABORATORY OUTLINE: None ☒ Yes ☐