

**CSC 367 Internship in Computer Science**

**1-6 cr.**

**Instructor:** TBA  
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**Office:** location  
**Office Hours:** days and times

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Section	Time	Room	Final Exam
nn	days and times	location	Date and time

**Catalog Description:**

This course provides an opportunity for broadening and augmenting a student's computer knowledge through placement in an organization or agency engaged in work directly related to a Computer Science student's academic interest. The number of credits will vary with the nature of the work and the time commitment involved. A student must meet Departmental requirements before registering for the course. Limited to Computer Science majors. Free elective credits only. This course may be repeated for credits, but the total number of CSC 367 credits may not exceed 6.

**Prerequisites:** CSC 260 and permission of Department Chairperson.

**Course Goals:**

The purpose of this course is for students to:

- CG01: Provide students with practical experience in a professional setting.
- CG02: Enhance students' technical skills.
- CG03: Prepare students for a career in the field of computing.
- CG04: Help students identify their strengths and weaknesses.
- CG05: Encourage students to reflect on their experiences.

**Course Objectives:**

Upon successful completion of the course, a student will be able to:

- CO01: learning new concepts and skill applications that are not included in the academic coursework;
- CO02: seeing the application of classroom ideas to specific problems in the occupational world;
- CO03: becoming familiar with standard job routines and functions;
- CO04: acquiring professional experience to be included on a resume;
- CO05: exploring alternative careers;
- CO06: developing contacts in the employment world for possible future use;
- CO07: reinforcing the worker's self-confidence as a professional;

**Internship Eligibility Requirements:**

- overall cumulative grade point average of 2.0 or higher; grade point average of 2.5 or higher in Computer Science major courses.
- no more than two grades below C+ in Computer Science major courses.

**Internship Planning Procedures**

Early in the semester preceding the Internship, the student must file a written request with the Department stating the type of work involved, the business or agency where the Internship experience will take place, the expected time commitment and work schedule, and the number of academic credits requested. At this time the student may also obtain the agreement of a department faculty member to serve as supervisor, or the supervisor may be chosen by the Department Chairperson.

When agreement on the terms of the work experience has been reached between the student and the potential employer, a Learning Contract (see Appendix I) must be filed with the Department. This document specifies the type of work and the time commitment involved and the learning outcomes expected.

The contract must be signed by the student, the employer, the faculty supervisor, and the Department Chairperson.

Based on the Learning Contract, the number of academic credits for the Internship will be determined and the student will be given permission to register for the Internship course CSC 367 at the next advising/registration period.

### **Internship Evaluation Procedures**

The employer and the student's faculty supervisor will evaluate the internship student's performance periodically at the place of employment. The first evaluation will determine whether the internship should continue. The employer (or a designee at the work-place) may file periodic reports, and completion of a weekly log by the intern (see Appendix II) may also be required. All of these reports and evaluations will be done with reference to the terms of the Learning Contract. A final comprehensive evaluation will take place at or near the end of the internship period.

In some cases, by advance agreement, additional periodic reports from the student, a student portfolio, the submission of work-related products or the presentation of short papers or presentations on the occupational topic may be required.

An internship will be graded on a Pass/Fail basis. The grade and the awarding of credit will be based on the ingredients mentioned above.

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### **Study Groups:**

While I strongly encourage study groups, for non-group assignments I require that each student hand in his/her answers in his/her own words - **if two answers come out exactly the same or highly similar, neither will receive credit and/or further actions will be taken** (such as reporting to the department and/or university). Given the nature of most of the projects, homework questions and writing assignments, it will be almost impossible for two people to come up with highly similar answers UNLESS they copy.

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### **Academic Integrity Statement:**

"Salem State University assumes that all students come to the University with serious educational intent and expects them to be mature, responsible individuals who will exhibit high standards of honesty and personal conduct in their academic life. All forms of academic dishonesty are considered to be serious offences against the University community. The University will apply sanctions when student conduct interferes with the University primary responsibility of ensuring its educational objectives." Consult the University catalog for further details on Academic Integrity Regulations and, in particular, the University definition of academic dishonesty.

The Academic Integrity Policy and Regulations can be found in the University Catalog and on the University website ([http://catalog.salemstate.edu/content.php?catoid=13&navoid=1295#Academic\\_Integrity](http://catalog.salemstate.edu/content.php?catoid=13&navoid=1295#Academic_Integrity)). The formal regulations are extensive and detailed - familiarize yourself with them if you have not previously done so. A concise summary of and direct quote from the regulations: "Materials (written or otherwise) submitted to fulfill academic requirements must represent a student's own efforts". *Submission of other's work as one's own without proper attribution is in direct violation of the University's Policy and will be dealt with according to the University's formal Procedures. Copying without attribution is considered cheating in an academic environment - simply put, **do not do it!***

### **COVID-19 Policy**

Students must comply with any Covid-19 Health and Safety Protocols for the 2022-2023 Academic Year. Students should review the information found at <https://www.salemstate.edu/covid19>."

### **University-Declared Critical Emergency Statement:**

In the event of a university-declared emergency, Salem State University reserves the right to alter this course plan. Students should refer to [www.salemstate.edu](http://www.salemstate.edu) for further information and updates. The course attendance policy stays in effect until there is a university-declared critical emergency.

In the event of an emergency, please refer to the alternative educational plans for this course, which will be distributed via standing class communication protocols. Students should review the plans and act accordingly. Any required material that may be necessary will have been previously distributed to students electronically or will be made available as needed via email and/or Internet access.

### **Equal Access Statement:**

"Salem State University is committed to providing equal access to the educational experience for all students in compliance with Section 504 of The Rehabilitation Act and The Americans with Disabilities Act and to providing all reasonable academic accommodations, aids and adjustments. **Any student who has a documented disability requiring an accommodation, aid or adjustment should speak with the instructor immediately.** Students with Disabilities who have not previously done so should provide documentation to and schedule an appointment with the Office for Students with Disabilities and obtain appropriate services."

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**Note:** This syllabus represents the intended structure of the course for the semester. If changes are necessary, students will be notified in writing and via email.