

**SEWARD COUNTY COMMUNITY COLLEGE
COURSE SYLLABUS**

I. TITLE OF COURSE: CS2803- Computer Information Systems Internship I

II. COURSE DESCRIPTION: 3 credit hours
3 credit hours of lecture and 0 credit hours of lab per week.

Work is done in selected training stations under the supervision of the instructor. The student is to complete a project related to their training station. The student is required to complete weekly time sheets and visitations with the instructor. The student may take CIS Internship two times and may apply a total of six (6) hours maximum toward graduation. The student may take CIS Internship starting their third semester at SCCC. The Student-Learner must work a minimum of 135 clock hours during the semester to receive 3 hours of credit. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

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Pre-requisite: NA

III. PROGRAM AND/OR DEPARTMENT MISSION STATEMENT:

The CIS Program will provide superior learning opportunities in the area of information technology, utilizing state-of-the-art technology, for both CIS majors and non CIS majors to enable all students to achieve their career and/or educational goals.

IV. TEXTBOOK AND MATERIALS:

No text required.

V. SCCC OUTCOMES

Students who successfully complete this course will demonstrate the ability to do the following SCCC Outcomes.

1: Read with comprehension, be critical of what they read, and apply knowledge gained to real life

5: Demonstrate the ability to think critically by gathering facts, generating insights, analyzing data, and evaluating information

6: Exhibit skills in information and technological literacy

9: Exhibit workplace skills that include respect for others, teamwork competence, attendance/punctuality, decision making, conflict resolution, truthfulness/honesty, positive attitude, judgment, and responsibility

VI. COURSE OUTCOMES:

Upon completion of the Computer Information Systems Internship course with 80% or higher mastery of course competencies, the student should be able to:
Employ current computer concepts and trends in technology
Perform basic computer operations
Reinforce tasks learned in the classroom

Acquire additional job skills
Become more career oriented

VII. COURSE OUTLINE:

1. As indicated in Training Agreement.

VIII. INSTRUCTIONAL METHODS:

Students will have real on-the-job experiences which will enhance their learning. Instructors will enforce the Academic Honor Code & Cheating Policy as set forth in the SCCC/ATS College Catalog. Students who fail to adhere to this policy will receive an F for the course final grade unless otherwise stated in the instructor's course policies.

IX. INSTRUCTIONAL AND RESOURCE MATERIALS:

Training Agreement and Employer Evaluations

X. METHODS OF ASSESSMENT:

Instructor/student conferences and training station visitations will assist in the assessment of the effectiveness of the job assignment.

Various projects completed on-the-job will develop the necessary skills for students to gather facts, generate insights, analyze data, and evaluate information effectively.

Employment Time Logs will assess the student's ability to manage their time while working on projects and provide an evaluation tool for assessing student work.

Employer evaluations will indicate the level of success the student learner is achieving during the internship.

Note: The above mentioned course assessment tools will assess student knowledge of technology in a variety of disciplines addressing both the SCCC Outcomes and General Course Outcomes/Competencies identified above.

XI. ADA STATEMENT:

Under the Americans with Disabilities Act, Seward County Community College will make reasonable accommodations for students with documented disabilities. If you need support or assistance because of a disability, you may be eligible for academic accommodations. Students should identify themselves to the Dean of Students at 620-417-1106 or going to the Student Success Center in the Hobbie Academic building, room 149 A.