

VCIM-2940: FIELD EXPERIENCE

Cuyahoga Community College

Viewing: VCIM-2940 : Field Experience

Board of Trustees:

2011-03-24

Academic Term:

Summer 2020

Subject Code

VCIM - VC-Interactive Media

Course Number:

2940

Title:

Field Experience

Catalog Description:

Planned work activity, paid or unpaid, in the field of Web or Interactive Media. Coordinated by faculty member and employer. Experience should reinforce classroom/lab skills.

Credit Hour(s):

3

Lecture Hour(s):

0

Lab Hour(s):

0

Other Hour(s):

36

Other Hour Details:

Field Experience: 36 hours per week, working in the field

Requisites

Prerequisite and Corequisite

VCIM-2380 Interactive Media II, or concurrent enrollment; or VCIM-2291 Web Publishing IV: Data-Driven Sites, or concurrent enrollment.

Outcomes

Course Outcome(s):

Upon satisfactory completion of VCIM 2940 - Field Experience, the student should be able to perform the following outcomes and supporting objectives:

Course Outcome(s):

3. Communicate clearly with supervisors and peers.

Course Outcome(s):

C. Execute required tasks according to best practices.

Objective(s):

1. Adapt to current methods and techniques.
 2. Perform with the increased speed and level of competency expected in the workplace
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Course Outcome(s):

1. Adapt to current methods and techniques.
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Course Outcome(s):

2. Perform with the increased speed and level of competency expected in the workplace
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Course Outcome(s):

- D. Reflect, analyse and report the experience and it's impact on their professional growth.
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Course Outcome(s):

- A. Research potential employers, assess potential learning opportunities and apply to attain the position.

Objective(s):

1. 1. Present a professional resume for web and/or interactive media.
 2. 2. Participate in interviews.
 3. 3. Follow up on potential opportunities.
 4. 4. Utilize appropriate business communication skills.
-

Course Outcome(s):

1. Present a professional resume for web and/or interactive media.
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Course Outcome(s):

2. Participate in interviews.
-

Course Outcome(s):

3. Follow up on potential opportunities.
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Course Outcome(s):

4. Utilize appropriate business communication skills.
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Course Outcome(s):

- B. Accomplish specific goals - individually or as a member of a team - as set forth by the Web or Interactive Media company.

Objective(s):

1. 1. Assess what needs to be done to complete the project or job in a timely and accurate manner
 2. 2. Accept direction and collaborate.
 3. 3. Communicate clearly with supervisors and peers.
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Course Outcome(s):

1. Assess what needs to be done to complete the project or job in a timely and accurate manner
-

Course Outcome(s):

2. Accept direction and collaborate.
-

Methods of Evaluation:

1. Complete report of hours, projects, experiences and self-evaluation
2. Performance evaluation from job-site supervisor

Course Content Outline:

1. Develop a Field Experience plan that details specific hard and soft goals. Examples might include:
 - a. Specific technical goals (such as learn a specific technique)
 - b. Specific communication goals (such as speaking thoughtfully in meetings)
 - c. Specific personal goals (such as making connections)
2. Job-site protocol
 - a. Understanding of work schedule periods
 - b. Reporting off
 - c. Requesting schedule changes or flexibility
3. Job expectations:
 - a. Attendance
 - b. Preparedness
 - c. Professional dress
 - d. Time management
 - e. Productivity
 - f. Quality of work
4. Work relationships:
 - a. Understand communication process with supervisor
 - b. Respect employees, asking for help as needed
 - c. Seek competent mentors
 - d. Network and make contacts
5. Overall communications etiquette:
 - a. Courteous and positive demeanor
 - b. Proper aural greeting and written salutations
 - c. Team player
6. Professional characteristics:
 - a. Judicious in making decisions
 - b. Ambition in learning new tasks
 - c. Willingness to perform beyond basic expectations
 - d. Ability to accept constructive criticism and grow
 - e. Client-minded in work ethic
7. Submit a written report, commensurate with hours/credits of specific experiences and submit to faculty advisor on completion.
 - a. Hours worked verified by employer.
 - b. Projects worked on and what was learned.
 - c. Professional contacts established
 - d. New trends and practices on job site

Resources

Liang, Jengyee. *Hello Real World!: A Student's Approach To Great Internships Co-Ops And Entry Level Positions*. Charleston SC : BookSurge, 2006.

Fedorco, Jamie. *The Intern Files: How to Get, Keep, and Make the Most of Your Internship*. N.Y., N.Y.: Simon Schuster, 2006.

Gardner, Garth. *Gardner's Guide to Internships in New Media 2004: Computer Graphics, Animation, Multimedia, Second Edition*. 2nd. Washington D.C.: Garth Gardner Company, 2006.

Resources Other

1. Internship site employee-training manuals.
2. Equipment operation and technical manuals.
3. Industry related web sites.

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