COMP690 Section M2 M3
Internship Experience
Course Syllabus

BASIC INFORMATION

Course Information

Name: COMP690 Internship Experience
Credits: 4
Term: Spring 2025 January 21 – May 5 2025
Time and Location: M2 Section: Wednesday 9:10am-12pm. Room: P301
                          M3 Section: Wednesday 1:10-4pm. Room: P361
Department/Program: Department of Applied Engineering and Sciences
Prerequisites: N/A
University requirements: N/A

Instructor Information

Name: Karen Jin
Title: Associate Professor in Dept. of Applied Engineering and Sciences
Office: Rm 139, Pandora Mill building
Zoom: https://unh.zoom.us/j/4858446046
Email: karen.jin@unh.edu
                    Emails are typically responded within 48 hours during business days.
Office Hours: Wednesdays 4-5pm and Fridays noon–3pm.
                    Available in person or over Zoom. Email to make appointments.

COURSE DESCRIPTION

The internship course provides experiential learning experience through placement in team projects. This hands-on experience allows students to gain practical skills and insights into the field of computing. By working on a collaborative project with external stakeholders, they will contribute to the development of real-world information technology products, processes, or services, and understand the challenges involved in implementing technology solutions in a professional setting.

STUDENT LEARNING OUTCOME
• Analyze complex computing problems and identify solutions by applying principles of computing.
• Design, implement, and evaluate computing solutions that meet IT computing requirements.
• Communicate effectively in a variety of professional contexts.
• Function effectively as a member or leader of a team engaged in IT activities.
• Identify and analyze user needs in the process of developing and operating computing systems.

TENTATIVE COURSE SCHEDULE

Weeks	Activities
Week 1 Jan 23	• Class Introduction / Development Team (DT) Setup • Intro to Project Management & Scrum workflow • Environment Setup: Jira • Project Goal

Week 2
Jan 29
	• Create Project backlog
	• Sprint Planning meeting
	    - Create Sprint Goal,
	    - Setup Sprint backlog.
	    - Backlog refinement w/ Priority, Acceptance criteria and Estimated time, etc.
	    - Jira Integration w/ Source code control, team communication
	• Start Sprint 1.

Week 3 Feb 5	• Sprint development • In person Scrum meeting on Wednesday • At least 2X additional scrum meetings
Week 4 Feb 12	• Sprint 1 ends • Sprint review and Sprint retrospective. • Sprint planning for Sprint 2
Week 5 Feb 19	• Sprint development • In person Scrum meeting on Wednesday • At least 2X additional scrum meetings
Week 6 Feb 26	• Sprint 2 ends • Sprint review and Sprint retrospective. • Sprint planning for Sprint 3
Week 7 March 5	• Sprint development • In person Scrum meeting on Wednesday • At least 2X additional scrum meetings
Week 8 March 8	• Sprint 3 ends • Sprint review and Sprint retrospective. • Sprint planning for Sprint 4 •
Week 9 March 26	• Sprint development • In person Scrum meeting on Wednesday

Weeks	Activities
	• At least 2X additional scrum meetings
Week 10 April 2	• Sprint 4 ends • Sprint review and Sprint retrospective. • Sprint planning for Sprint 5
Week 11 April 9	• Sprint development • In person Scrum meeting on Wednesday • At least 2X additional scrum meetings
Week 12 April 16	• Sprint 5 ends • Sprint review and Sprint retrospective. • Sprint planning for Sprint 6
Week 13 April 23	• Sprint development • In person Scrum meeting on Wednesday • At least 2X additional scrum meetings
Week 14 April 30	• Sprint 6 ends • Sprint review and Sprint retrospective. • Sprint planning for Sprint 7 •
Week 15 May 7	• Sprint 7 ends • Sprint review and Sprint retrospective. • Final Project Presentation.

GRADING

The internship project will follow the general structure of <u>Scrum framework</u>, which includes specific roles, events, artifacts, and rules. The product owner, project manager, and development team will be established, and project events such as Sprint Planning, Daily Scrum meeting, Sprint Release, and will be conducted. Your final grade consists of the following three components.

10% Class Attendance of All Required Meetings.

60% Sprint Grade is calculated as: **Teamwork Grade * Sprint Grade**
- Teamwork Grade is based on peer evaluation for each sprint. Detailed rubrics TBA.
- Sprint Grades: You will receive a team grade for each of the three sprints, based on the technical aspect of the product and team project management. Detailed rubrics TBA.

15% Homework: additional homework in teamwork, project management and development tools.

15% Final Project Report: You need to earn minimal 75% in your final report grade to pass the course.

Credit hour workload estimate: a minimum of 45 hours of student academic work per credit per term.

COURSE POLICIES REGARDING STUDENT BEHAVIOR

Attendance
Students are responsible for attending scheduled meetings and expected to abide by the University Policy on Attendance (as stated in the *UNH Student Rights, Rules, and Responsibilities*).

Students who cannot attend a scheduled meeting have the responsibility to email the instructor about the circumstances BEFORE the class meeting and request an excused absence. You may be granted an excused absence for unexpected emergencies such as significant illness or injury, or a death in the student's extended family. Vacations, late arrivals, or early departures before summer, winter, or other breaks do not constitute excused absences.

Late Submissions
Policy for late submissions is very strict and applies only in exceptional cases of student illness, accident, or emergencies that are properly documented. A late submission may be granted only if the student:
   • Emails prior to the deadline and
   • Explains and provides evidence for the circumstances that have prevented the student from meeting class requirement.
Failing to comply with these rules may result in no credit for the assignment.

UNH Academic Integrity policy: Academic Integrity Policy link.

Confidentiality and Mandatory Reporting of Sexual Violence or Harassment – *Manchester*

The University of New Hampshire and its faculty are committed to assuring a safe and productive educational environment for all students and for the university as a whole. To this end, the university requires faculty members to report to the university's Title IX Coordinator (Bo Zaryckyj, Bo.Zaryckyj@unh.edu, 603-862-2930/1527 TTY) or to the UNH Manchester/CPS Title IX Deputy Intake Coordinator (Lisa Enright, lisa.enright@unh.edu 603-641-4336, Room 439) any incidents of sexual violence and harassment shared by students.

If you wish to speak to a confidential support service provider who does not have this reporting responsibility because their discussions with clients are subject to legal privilege, you can contact the SHARPP Center for Interpersonal Violence Awareness, Prevention, and Advocacy at (603) 862-7233/TTY (800) 735-2964. For more information about what happens when you report, how the university treats your information once a report is made to the Title IX Coordinator, your rights and reporting options at UNH (including anonymous reporting options) please visit student reporting options . The uSafeUS app is also available for students to keep reporting options and resources easily accessible on their phones.

Help us improve our campus and community climate. If you have observed or experienced an incident of bias, discrimination or harassment, please report the incident by contacting the Civil Rights & Equity Office at UNH.civilrights@unh.edu or TEL # (603) 862-2930 voice/ (603) 862-1527 TTY / 7-1-1 Relay NH, or visit the CREO website. Anonymous reports may be submitted.

Confidential Support Resources for UNH Manchester:

*   SHARPP Extended Services Coordinator for UNH Manchester- room 417. Available in person Mondays 9 am to 4-pm and by Zoom appointment year-round M-F.
*   YWCA, NH – 603-668-2299(24hour), 72 Concord St. Manchester, NH
*   The Mental Health Center of Greater Manchester: On campus mental health counselors are available by appointment during the academic year. Located in room 426.
*   24 Hour NH Sexual Violence Hotline: 1-800-277-5570
*   24 Hour NH Domestic Violence Hotline: 1-866-644-3574

Library Resources – *Manchester*

The UNH Manchester librarians are available to assist you with the research process. Visit the library's website at https://cps.unh.edu/library to learn about library services and to search for reliable academic sources. You can contact the library at 603-641-4173 or at unhm.library@unh.edu.

The links below guide you to useful online library resources:

*   Make a **Research Appointment** with a librarian: https://libraryguides.unh.edu/remoteaccess/researchhelp
*   Use the **Library Search Box** to find information: https://libraryguides.unh.edu/librarysearchbox_unhmanchester
*   Reserve a **Study Room:** https://cps.unh.edu/library/support-services
*   Discover resources for **Citing Sources**: https://libraryguides.unh.edu/unhmcitingsources
*   Learn strategies for **Evaluating Sources**: https://libraryguides.unh.edu/ENGL401UNHManchester/evaluatingsources.