University of California, Merced
SCHOOL OF ENGINEERING
COURSE SYLLABUS

ENGR 191, PROFESSIONAL SEMINAR
Spring 2022

Instructor:	Mark R. Matsumoto, Science and Engineering 2, Room 315
Day/Time/Place:	Remote: Two-day window to view the lecture video starting from Wednesday at 3:30 pm (the scheduled class start time), ending Friday at 11:59 pm. In Person: Wednesday, 3:30-4:20 pm, COB 120.
Office Hour:	Wednesday 2:30-3:30 via Zoom or by appointment.
Final Exam:	Thursday, May 12, 11:30-2:30 pm (only if needed)
Grading distribution: Pass/Fail only	Assignments .... 50% Attendance... 50%

To receive a passing (P) grade, students must:
1. **Not miss more than two (2) lecture sessions during the semester. Attendance will be based on a short follow-up quiz following the lecture OR CatCard swipe at the time of the lecture session.**
2. **Complete and submit ALL assignments.**
3. **Submit NO MORE THAN TWO ASSIGNMENTS AFTER THE ASSIGNMENT DEADLINE.) Due dates and TIMES are noted in CatCourses for each assignment. Late assignments can be turned any time up until the last day of instruction (May 6).**

Course Content: Seminars and exercises focus on insights and preparation for professional engineering practice and future career advancements.

Learning Outcome Goals:

1. Understand what it means to be a computer science or engineering professional and expectations in that role.

2. Reinforcement of professional responsibility and conduct (ethics).

3. Understand what qualities computer science and engineering employers seek in prospective employees.

4. Overview and understanding of the job search process.

5. Overview of expectations for graduate school and the application process.

6. Insights into the relevance of professional registration.

Topics Covered:
- Expected outcomes of college education and selected major
- Occupation vs. Profession
- Career services available at UC Merced
- Desirable traits of professionals
- Relevance of professional organizations
- Ethical responsibility as a professional
- Tips for career preparation throughout four years
- Advice from working professionals, human resources managers
- Understanding the job search process
- Preparing for a first job/internship
    - Cover letters, résumés
    - Interviewing/Elevator pitch
    - Negotiating
- Graduate studies – pros/cons
- Importance of communication skills – oral/aural/written

TENTATIVE COURSE OUTLINE

Session	Date	Topics
1	1/19	Course overview and policies Expectations from a college education and major; "Handshake"
2	1/26	Engineering education: value and opportunities Job competition: characteristics employers seek
3	2/2	Tips for career planning Know yourself – the elevator pitch
4	2/9	What is a professional? Practicing professional ethics PRESIDENTS' DAY HOLIDAY
	2/16	NO CLASS
5	2/23	Tips for job career matchmaking; getting the job you want.
6	3/2	Cover letters/application statements
7	3/9	Graduate studies – what's it about, how to apply, what to expect
8	3/16	Résumés and how to tailor them
	3/23	SPRING BREAK
9	3/30	Personal branding and LinkedIn
10	4/6	Tips for tailoring résumés Tips for interviewing
11	4/13	Professional licensure
12	4/20	Communication skills: Professional writing/documents
13	4/27	Communication skills: Professional presentations
14	5/4	Course Summary
	5/12	FINAL EXAM (IF NEEDED; WILL BE EXPLAINED AT A LATER TIME)

ABET Course Information Summary

Course Title:	Professional Seminar	Math & Science:	No
Course Number:	ENGR 191	Engineering Topics:	Yes
Course Category:	Major course - required	Design Content:	No
Prerequisites:	Engineering major	Other:	No
Catalog Description: Seminars and exercises focused on preparation for professional practice and future career advancements in engineering and computer science.		Units: Lecture: Laboratory: Discussion: Consultation: Other:	1 1 hrs/wk 0 hrs/wk 0 hrs/wk 0 hrs/wk 0 hrs/wk

Expected Outcomes:

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4. Overview and understanding of the job search process.

5. Overview of expectations for graduate school and the application process.

6. Insights into the relevance of professional registration.

Date first prepared:	7/17
Prepared by:	Mark Matsumoto
Date of last revision:	6/21
Revised by:	Mark Matsumoto