Katie Raczynski

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**LMC 4904: Internship**

**Course Prerequisite**: English 1102

**Core Attributes**: None

**Course Description**

Welcome to LCC 4904: Internship! I hope that by now all of you are settled into your internships and are having a good time. As you know, your internship is designed to offer you a workplace-based experience that stresses the application of principles skills that you have gained in your other major classes.

Please remember that this class does not officially meet, but that I am always happy to meet with you by email or during my office hours to discuss your internship. I will email you once a month to check in and make you sure you are doing well. I will also phone your supervisor once a month to check how you are doing.

Finally, please keep in mind that you will need to complete two things for me this semester: a final internship write-up due on December 7th by 4:00 p.m. and a final evaluation conducted by your supervisor and sent in with your paper. I will email you the write-up guidelines by the end of the first week of class, and I will send you the evaluation form in November.

Please let me know if you have any questions or concerns.

**Learning Outcomes**

Over the course of your internship, you should demonstrate that you can

* understand and apply the mathematical principles and computational affordances appropriate to creative digital expression
* understand the historical and cultural forces that have led to the rise of digital media
* create digital artifacts with an awareness of history, audience, and context
* appreciate and evaluate future trends in the development of digital media
* work effectively in teams to accomplish a common goal
* communicate information and ideas to a range of audiences

**Assignments and Grading**

Please note that this is a pass/fail course. To pass this class, you must do two things

* Perform well in your internship (as evidenced by my conversations with your supervisor and by your supervisor’s final, written evaluation)
* Demonstrate that you understand how your internship enhances the knowledge and skill sets you acquired in your major coursework (as evidenced by your final write-up)

If you complete both of these tasks adequately, you will pass the class. Failure to complete either of these tasks is grounds for failing the class. If you have any concerns about your internship, be sure to speak with both your supervisor and me as soon as possible.

**Students with Disabilities**

should self-report to the Access Disabled Assistance Program for Tech Students (ADAPTS) through any of the following channels:

ADAPTS

220 Student Services Building

Atlanta, GA 30332-0285

404.894.2564 (voice)/404.894.1664 (voice/TDD)

http://www.adapts.gatech.edu/guidebook.html

**Scholastic Dishonesty and Academic Misconduct**: All of the writing you submit for this course must be your own. If you are suspected of plagiarizing all or part of a project, (passing off someone else’s writing as your own), your name and the project in question will be submitted to the Dean of Students, who will then take the appropriate disciplinary action. The Georgia Tech honor code (http://www.honor.gatech.edu) defines academic misconduct as:

* Possessing, using, or exchanging improperly acquired written or verbal information in the preparation of any essay, laboratory report, examination, or other assignment included in an academic course;
* Substitution for, or unauthorized collaboration with, a student in the commission of academic requirements;
* False claims of performance or work that has been submitted by the claimant;
* Alteration of any academic grade or rating so as to obtain unearned academic credit;
* Deliberate falsification of a written or verbal statement of fact to a member of the faculty so as to obtain unearned academic credit;
* Forgery, alteration, or misuse of any institute document relating to the academic status of a student.

**Weekly Schedule**

1. Begin internship; email exchange with instructor re: first impressions
2. Internship
3. Internship
4. Internship
5. Email exchange with instructor re: progress in internship
6. Internship
7. Internship
8. Internship
9. Email exchange with instructor re: progress in internship
10. Internship
11. Internship
12. Internship
13. Email exchange with instructor re: wrapping up internship; final evaluation forms sent to supervisors this week
14. Internship
15. Internship
16. Final evaluation and write-up due to instructor