To all BATCH 2021 Graduating Students:

Guidelines on Submitting/Complying Requirements for all your Courses enrolled under my supervision:

IT415: IT SEMINARS AND EDUCATIONAL TRIPS
CS415: CS SEMINARS AND EDUCATIONAL TRIPS
IT411: CAPSTONE PROJECT 1
CS411: THESIS PROJECT 1
IT423: IT PRACTICUM 2
CS331: CS PRACTICUM 2
IT421: CAPSTONE PROJECT 2
CS421: THESIS PROJECT 2

1. Kindly send an email to abarintos.erlinda@gordoncollege.edu.ph to request for access in the Google shared drive using your GC domain email address so you can upload document requirements .
2. Once your email is received, you will get a reply containing the link where you can upload.
3. After receiving the link, you would have to create subfolders for the above mentioned course codes and then upload in that subfolders all compliance related to the course.
4. Course Requirements:
    A. IT411.421/CS411.421

a. Subfolder 01 (Final Project Technical Documentation Report)
b. Subfolder 02 (ACM report and Project Abstract)
c. Subfolder 03 (Business Model (using the Lean Canvas outline))
d. Subfolder 04 (Project Poster -12 inches x 18 inches , portrait orientation jpg and psd format)
e. Subfolder 05 (Program Source Code)
f. Subfolder 06 (Apps Barfiles)
g. Subfolder 07 (Landing Page (include links)
h. Subfolder 08 (User's Manual)
i. Subfolder 09 (project video files in .mp4 format (promotional, instructional)
j. Recommendation for Approval by your Project Adviser (in doc format)

B. IT415/CS415
a. Documentation of Participations in any seminars, webinars and the likes and Individual Reflection Report/Blog per activity
b. Documentation of conducting seminars or webinars and Individual Reflection Report/Blog per activity

* Reflection Paper/Blog should include:
    i. Details of the event/activity (date, venue, etc)
    ii. Reflections the seminar/activity give rise to (learnings)

    iii. Reflections on possibilities on implementing some of the seminar input on a practical level (practical application of learnings)

    iv. Positive feedback (on the event organization)

    v. Suggestions for improvements to be made/ consider for future activities

    vi. Photos/Videos taken

  C. IT423/CS331 (PRACTICUM 2) (500HRS)

   a. Documentation of activities selected to comply:

    1. Attendance to any TESDA ONLINE Program (100hrs credits)

    2. ONLINE JOB/WORK (hours equivalency would depend on the type of work done)

    3. ONLINE TUTORIALS (hours equivalency would depend on the type of tutorials done)

    4. Development of Learning Materials for IT related topics (25hrs credits)

    5. Attendance to Free Online Course available on the net (hours equivalency would depend on the type of online course taken)

    6. Current employment as long as your employer will be providing a Certificate of employment indicating the tasks/responsibilities assigned to you and the date you have been considered for employment. (250 hrs credit)