Professional Practice

Career Episode Checklist

* **A career episode is an account of your education and/or work experience in engineering and computer science.** Career episode focuses upon a specific period or distinct aspect of your activity of your work experience (or your undergrad project if you don’t have any work related experience). An episode should focus on how you applied your knowledge and skills in your work. You may base your career episode upon:

“(1) a task undertaken as part of your educational program; (2) a project you have worked on or are currently working on; (3) a specific position that you occupied or currently occupy; (4) a particular problem that you were required to solve.”

For the Career Episode assignment you need to have a narrative that focuses on and addresses a specific situation in someone’s career experiences. The narrative includes the following:

• how a specific task was completed,

• the process followed,

• the judgements made,

• the results and outcomes achieved and,

• the relevant supporting evidences (if applicable).

* The table below helps to select the best episode to work on during the semester.

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| Selection Criteria | | | Comment |
| Your task in the project | You completed a specific task | | Install the new POS system for a new client and on the next day be on site there to insure everything works properly and gather feedback. |
| You followed a process/guideline | | Followed the process document obtained from the IT supporter the day before. |
| You made a series of decisions | | * Called 3 times to active the POS terminal. * On the other day I could go back but finally decide to wait till they close the store. |
| You achieved outcomes | | All the problems solved and got some feedback. |
| Characteristic of the project | Different stakeholders | A wide range of stakeholders including stakeholders from government bodies, industry, NGOs, etc. | The financial software team and POS team which both belongs our company; the client; the POS terminal provider. |
| Teamwork | Your project is part of a bigger initiative— your work is part of a greater effort that both includes you and transcends you (i.e. you had to collaborate to get the job done) | POS system is a multipart system involved in frontend developing team, backend developing team, financial software team, IT team and POS terminal provider. Our goal was to make the whole system work fine. |
| Decision-making moments | Many processes and moments of decision-making (i.e. you used your engineering judgments in different occasions) | * Found out the POS terminal did not work because it was not activated properly. * Decided to stay there till they close the shop. |
| Influential project | Project directly or indirectly affects society and the environment. | Nothing. |