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303 Internship - Information Systems

Greg Smith
Xavier University

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INFO303

Internship - Information Systems

Summer 2018

Instructor: Dr. Greg Smith

Email: smithg2@xavier.edu

Office: 209 Smith Hall

Phone: 745-3245

Fax: 745-3455

Office Hours: TBD - As needed

Classroom & Class times: N/A - Internship Site

Williams College of Business Mission:

"We educate students of business, enabling them to improve organizations and society, consistent with the Jesuit tradition."

Course Description:

An elective cooperative experience where students earn academic credit while performing approved information systems-related work experience. Student must have 55 credit hours completed, 2.750 GPA, department approval required.

WCB Learning Outcome: Critical Thinking

Disability Services:

It is my goal that this class be an accessible and welcoming experience for all students. If you are a student with a disability who may have trouble participating or effectively demonstrating learning in this course, contact me to arrange an appointment to share your Accommodation Letters from Disability Services and to discuss your needs. Disability related information is confidential. If you have not contacted Disability Services (located in the Learning Assistance Center) to arrange accommodations, I encourage you to do so by contacting Cassandra Jones, by phone at 513-745-3280, in person on the Fifth Floor of the Conaton Learning Commons, Room 514, or via e-mail at jonesc20@xavier.edu as soon as possible as accommodations are not retroactive.

Academic Honesty:

"All work submitted for academic evaluation must be the student's own. Certainly, the activities of other scholars will influence all students. However, the direct and unattributed use of another's efforts is prohibited as is the use of any work untruthfully submitted as one's own. The penalty for violation of this policy will be a zero for that assignment if it is a first offense. Subsequent violation will result in an **F for the course.**"

The Course will have two graded pieces:

1. **Supervisor Evaluations (to be sent electronically by Ann Schmidt to employer at mid-term and end of term) - This will be 50% of your grade**

2. **Reflection Paper - This will be 50% of your grade**

Student is to submit to Dr. Smith before the end of the semester an overview of the internship experience. The report should be at least 2 pages in length, double-spaced and include information on:

1. Primary role in internship
2. General responsibilities
3. Technologies used and purpose
4. Lessons learned from the experience.

Grade Distribution:

A	95-100%	C+	77-79%
A-	90-94%	C	73-76%
B+	87-89%	C-	70-72%
B	83-86%	D	60-69%
B-	80-82%	F	Below 60%