

Anoka Ramsey Community College

Course: CNET 2297: Field Experience and Seminar Credit Hours: 1-11 CR

Time and Location: TBA

Required Text: None – However, an internships agreement must be completed and filed with the program director prior to the internship start date.

Course Description: This course provides opportunities for students to develop professional skills in the area of computer support and networking by integrating 4 seminar hours with supervised work experiences (40 hours of work per credit). Through this interaction, students enhance their academic knowledge, persist in the continuation of their education, and enhance personal and professional development.

The course is based on a seminar model that involves...

Site selection advising session prior to placement with the Program Director.

Four hours with the Program Director:

(1hr) Orientation and information sharing with other students involved in the course

(2hr) On-site visit w/Program Director and Intern Supervisor – occurs at internship mid-point

(1hr) Exit interview w/Program Director – occurs upon completion of internship.

- Unpaid and paid jobs.
- Inclusive evaluation process developed by the site supervisor, the student and the Program Director.

Course Objectives: By the end of the course, students should be able to:

- Explain and perform the basic duties as outlined by the site supervisor in consultation with the Program Director
- Develop some of the personal and professional skills required in the cooperating organization relative to the field of networking
- Identify her/his personal strengths and weaknesses related to the particular organization and to the field of networking
- Recognize the relationship and connections between occupational practices and academic learning
- Identify future training appropriate to the profession
- Establish a work record and future job reference

Course Policies: The student must have a signed Field Experience agreement. The agreements are handed out at the orientation meeting or can be obtained from the CNET website. The student must report to the Director of the Program any failures to meet the obligations outlined on that agreement, i.e. failure to meet work hours or obligations. It is extremely important that students contact the Director immediately if they have questions or concerns.

Grading: Grades are based on the completion of objectives outlined in the Field Experience agreement, evaluation by site supervisor and the Program Director, attendance at ALL scheduled seminar meetings, and the student's self-evaluation.

Assignments: Students are required to create a list of at least ten goals to be evaluated before, during and after the internship. Also, students must journal every credit of work experience. Journals must identify new skills learned or theory demonstrated from the classroom. Journals and an updated resume are due at the point of the exit interview along with a 2-3 page internship reflection paper.