EML4930: Industry Practicum
Fall 2021

Instructor Information

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Course Description

EML4930: Industry Practicum (3 credits) is an experiential course that is taken concurrently with an internship or co-op at an engineering firm. The course also includes an evaluation that is completed by your internship supervisor. This course is open to UF students in the Department of Mechanical & Aerospace Engineering. Instructor approval is required to enroll in this course and an offer letter must be submitted in the first week of class.

Course Prerequisites

Instructor Approval

Course Objectives

The purpose of the course is to cultivate student reflection and analysis during their internship or co-op experience. It is expected that students will acquire a variety of professional competencies while working at their company. Throughout this course, students will be able to identify and discuss such competencies with peers whom are also working for an engineering company. Students will develop the following skills throughout this course:

- Workforce preparation
- Business and technical acumen
- Ethical practices and regulatory affairs

Course Expectations

Students are expected to participate in all discussion and module activities. This involves submitting timely discussion posts and replies as directed. Discussion posts/replies submitted after the deadline will result in 0 / 10 points for that week. Late assignments will result in the loss of a letter grade for each day after the deadline (e.g. an "A" will become a "B" if submitted one day late). The supervisor evaluation must be submitted by the deadline or students will receive a zero. This course is completely online and there are no final papers or exams. If there are any technical issues with regard to submissions, students should send the assignment directly to the instructor's email provided in this syllabus prior to the deadline.

Grading Policy

Percent	Grade
90 - 100	A
80 – 89.9	B
70 – 79.9	C
60 – 69.9	D
0 – 59.9	E

Grading Assessment

Assignment	Percentage of Final Grade
Participation/Discussions	50%
Assignments	30%
Supervisor Evaluation	20%

Discussion Topics:

- Introduction
- Mission Statement
- Organizational Structure
- Networking
- Safety and Responsibility
- Teams & Multicultural Contexts
- Ethics
- Leadership
- Negotiation
- Career Trajectories
- Peer Evaluations

Assignments (5-7 pages):

- Learning Outcomes
- Curriculum & Industry
- Reflection

More information on UF grading policy may be found at:
https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx

Students Requiring Accommodations

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565), https://www.dso.ufl.edu/drc) by providing appropriate documentation. Once registered, students will receive an accommodation letter to present to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible.

Course Evaluation
Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at https://evaluations.ufl.edu/evals. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at https://evaluations.ufl.edu/results/.

University Honesty Policy

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Honor Code (https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. A violation of the honor code will result in academic sanctions (typically a failing grade assigned for the course) and further disciplinary action. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Software Use and Copyrighted Material

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use and the use of copyrighted material. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

Student Privacy

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments.   For   more   information,   please   see: http://registrar.ufl.edu/catalog0910/policies/regulationferpa.html

Health and Wellness and Academic Resources

U Matter, We Care:
Your well-being is important to the University of Florida. The U Matter, We Care initiative is committed to creating a culture of care on our campus by encouraging members of our community to look out for one another and to reach out for help if a member of our community is in need. If you or a friend is in distress, please contact umatter@ufl.edu so that the U Matter, We Care Team can reach out to the student in distress. A nighttime and weekend crisis counselor is available by phone at 352-392-1575. The U Matter, We Care Team can help connect students to the many other helping resources available including, but not limited to, Victim Advocates, Housing staff, and the Counseling and Wellness Center. Please remember that asking for help is a sign of strength. In case of emergency, call 9-1-1.

Counseling and Wellness Center: http://www.counseling.ufl.edu/cwc, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

Sexual Assault Recovery Services (SARS)
Student Health Care Center, 392-1161.

University Police Department at 392-1111 (or 9-1-1 for emergencies), or http://www.police.ufl.edu/.

E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu. https://lss.at.ufl.edu/help.shtml.

Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling. https://www.crc.ufl.edu/.

Library Support, http://cms.uflib.ufl.edu/ask. Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring. https://teachingcenter.ufl.edu/.

Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers. https://writing.ufl.edu/writing-studio/.

Student Complaints: https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf.