

**Tompkins Cortland Community College**  
**Master Course Syllabus**

**Course Discipline and Number: CIS 230**  
**Course Title: Computer Information Systems Internship**

**Year: 2023-2024**  
**Credit Hours: 3**

**Attendance Policy:** *To maintain good grades, regular attendance in class is necessary. Absence from class is considered a serious matter and absence never excuses a student from class work. It is the responsibility of all instructors to distribute reasonable attendance policies in writing during the first week of class. Students are required to comply with the attendance policy set by each of their instructors. Students are not penalized if they are unable to attend classes or participate in exams on particular days because of religious beliefs, in accordance with Chapter 161, Section 224-a of the Education Law of the State of New York. Students who plan to be absent from classroom activity for religious reasons should discuss the absence in advance with their instructors. See college catalog for more information.*

**Services for Students with Disabilities:** *It is the College's policy to provide, on an individual basis, appropriate academic adjustments for students with disabilities, which may affect their ability to fully participate in program or course activities or to meet course requirements. Students with disabilities should contact the Coordinator of Access and Equity Services, to discuss their particular need for accommodations. All course materials are available in alternate formats upon request.*

**Course Description**

Students work a minimum of eight hours per week in local CIS settings. Tasks performed include: programming in high-level languages, evaluation or use of software packages, analysis of problem situations, design of databases, training of users, hardware upgrades and installation, network support, and writing supporting documentation. Pass/Fail grading. Prerequisites: CAPS 123; CAPS 133; CIS 132; CIS 214; CIS 220; CIS 223; MATH 095 and RDNG 099 if required by placement testing; ENGL 099 or prior completion or concurrent enrollment in ESL 120, 121, and 122 (or prior completion of ESL 103) if required by placement testing. 3 Cr. (1 Lec., 8 Lab.) Spring semester.

**Course Context/Audience**

This is a required course for the Computer Information Systems major. In courses leading up to the final semester, students have developed logic, problem solving, organizational, and oral and written communication skills.

**Basic Skills/Entry Level Expectations**

**Writing:** W2 Student should have completed ENGL 099 (if needed). The course requires short written responses and/or short papers without documentation, particularly personal reflection or narrative.

**Math:** M4 Completed MATH 095(if needed) - Course requires the use of basic mathematical skills plus basic algebra skills.

**Reading:** R2 Before taking this course, students must have a C or better in RDNG 099 or assessment indicating that RDNG 099 was not required.

**Course Goals**

The primary goal of this course is to provide actual work experience in the computer industry.

**Course Objectives/Topics**

Objective/Topic	% Course
The student will perform a variety of tasks as outlined by the internship supervisor.	90%
The student will communicate internship experiences and accomplishments to the internship instructor.	10%

## General Education Goals - Critical Thinking & Social/Global Awareness

<b>CRITICAL THINKING OUTCOMES</b>	<b>HOW DOES THE COURSE ADDRESS THE OUTCOMES</b> (Include required or recommended instructional resources, strategies, learning activities, assignments, etc., that must or could be used to address the goal/outcomes)
Students will be able to <ul style="list-style-type: none"><li>➤ develop meaningful questions to address problems or issues.</li><li>➤ gather, interpret, and evaluate relevant sources of information.</li><li>➤ reach informed conclusions and solutions.</li><li>➤ consider analytically the viewpoints of self and others.</li></ul>	Students will be working in computer-related activities doing hands-on work.
<b>SOCIAL/GLOBAL AWARENESS OUTCOMES</b>	<b>HOW DOES THE COURSE ADDRESS THE OUTCOMES</b> (Include required or recommended instructional resources, strategies, learning activities, assignments, etc., that must or could be used to address the goal/outcomes)
<ul style="list-style-type: none"><li>➤ Students will begin to understand how their lives are shaped by the complex world in which they live.</li><li>➤ Students will understand that their actions have social, economic and environmental consequences.</li></ul>	Not addressed

### Instructional Methods

In addition to the practical work experiences, the instructor will meet with each student at least 5 times during the semester. A weekly log sheet detailing hours worked and progress on tasks should be required of each student.

### Methods of Assessment/Evaluation

This course will be offered as pass/fail. A pass grade is equivalent to a C or better grade.

<b>Method</b>	<b>% Course Grade</b>
Employer Evaluation	45%
Instructor Evaluation	45%
Student Self-Evaluation	10%



**Text(s)**

This course does not have a required text.

**Bibliography**

No print resources specified

**Other Learning Resources****Audiovisual**

No resources specified

**Electronic**

No resources specified

**Other**

No resources specified