

CAPITAL COMMUNITY COLLEGE
COURSE OUTLINE
Supervised Field Placement

SECTION I

SUBJECT AREA AND COURSE NUMBER: Communication Media: COM* 210

COURSE TITLE: Supervised Field Placement

CATALOG COURSE DESCRIPTION: Students will engage in supervised on-the-job experience using visual communication technology in a library, education, training, or social service setting. It is expected that all students in field placement settings will meet together several times during the semester, but that most of the work will be self-directed and scheduled.

INSTRUCTIONAL HOURS PER WEEK: 3

CREDIT HOURS: 3

PREREQUISITE

Permission of instructor. Usually taken at the end of a degree or certificate program.

SECTION II

A. SCOPE:

SUGGESTED WEEKLY SEQUENCE:

Prior to Course:	Meet with Faculty to assess internship placement options
Week 1:	Required Orientation Seminar to internship
Weeks 2-14:	Internship on location
Week 7:	Second required Seminar (in addition to work at internship)
Week 15:	Third required Seminar and Oral Reports

B. REQUIRED WORK:

COURSE CONTENT AND WORK GUIDELINES

1. Students will work in a public, academic, school, college, or training facility under the supervision of a professional for 15 hours per week for 13 weeks. Work may be performed as an independent study at CCTC under the supervision of a department director.
2. At the mid semester break and end of the semester, there will be an evaluation session among the student, work supervisor and faculty representative.
3. Students will attend three required seminars dealing with the nature of the internship, job searching, interviewing and resume writing, and current trends in the Visual Communication field. At the final seminar, students will be required to give a brief oral report and/or demonstration of their semester projects.

WRITING ASSIGNMENTS AND CLASS REPORTS

Students will:

3. Keep a journal of the internship experience and write a final report.
4. Give a brief oral report and/or demonstration at the final seminar class.
5. Prepare a resume and outline a job search strategy.

C. ATTENDANCE AND PARTICIPATION:

D. METHODS OF INSTRUCTION:

1. Training by field placement supervisor
2. Students will engage in independent, problem-based, practical skill application to meet needs of client while honing specific media-related skills as indicated by supervisor
3. Students are supervised by a program advisor as they apply knowledge and skills in the creation and use of project-based media in a professional field setting.

E. OBJECTIVES, OUTCOMES, ASSESSMENT

COURSE OBJECTIVES

Upon successful completion of this course, students should be able to:

1. Independently develop and produce media programming using technology appropriate to the placement setting.
2. Prepare and write a resume which incorporates the internship experience.
3. Perform a search for positions in the field using the skills learned in the intern seminars.

METHODS OF EVALUATION

1. Evaluation by intern supervisor: 60%
2. Classroom participation at required seminars: 10%
3. Oral report/demonstration of project: 10%
4. Student written evaluation of internship experience: 10%
5. Resume and job search strategy: 10%

To demonstrate an understanding of:	Students will:	As measured by:
The history, nature, and structure of various media industries	a) Perform project-based tasks related to media production and communication in a local professional media outlet or related organization.	<ul style="list-style-type: none"> • Evaluation by Supervisor • Journal
The communication process and conventions of communication settings	b) Communicate with supervisor or designees, clients, and advisor c) Create original media to meet project specifications	<ul style="list-style-type: none"> • Journal • Creation and presentation of project-based media
Teamwork & Professionalism	a) Attend job site as scheduled b) Treat colleagues with respect and consideration	<ul style="list-style-type: none"> • Attendance records

Research	a) Use Library, internet, and other sources b) Prepare and deliver multi-media content c) Take responsibility for accuracy of content d) Implement revisions	<ul style="list-style-type: none">• Evidence of research• Evidence of design and/or content revision
----------	---	---

F. TEXTS AND MATERIALS: Materials may include portable media storage devices, mass media publications, online news resources, and research databases.

G. INFORMATION TECHNOLOGY: Text-based and Audio-visual recording, designing, and editing equipment. Technology may vary according to site facilities.