

COURSE OUTLINE IDES 4400A • INTERNSHIP FIELD REPORT • FALL(2021)

Instructor: Bjarki Hallgrimsson

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Location: 3481 Mackenzie

Office Hours: Please post general questions on the “Ask My Instructor”

Discussion Forum. Please email instructor directly for personal questions.

Teaching Assistant: There is no TA for Course

Time and Location: Please refer to Carleton Central under Student Services – Registration – Search Schedule: https://central.carleton.ca/prod/bwysched.p_select_term?wsea_code=EXT

Course Description

Work experience related to industrial design. Following the internship period (to be approved by the Director), a comprehensive report describing observations and insights will be submitted. Graded Sat or Uns. Includes: Experiential Learning Activity. Prerequisite(s): IDES 3300 or IDES 3310 or permission of the School of Industrial Design. Tutorial hours arranged.

Learning Outcomes

By the end of this course, students will be able to:

1. Write a comprehensive report in a 4 week period.
2. Utilize writing strategies including those associated with preparing, organizing and formatting materials.
3. Edit reports based on feedback.

4. Demonstrate understanding of the relationship between the theory and practice of industrial design learned in the School of Industrial Design and the experience of working in a professional design related environment the student has explored.
5. Orally present the highlights of a report in a 3 minute presentation.

Course Deliverables

These are the deliverables for this course. Please see 'Appendix A Course Schedule' for more detailed information.

The two main deliverables are the Internship Confirmation through a survey and also the final report. The final report is done in 3 stages: Outline, 1st Draft and Final Hand in.

Student Access to Quiz, Test and Exam Papers

Examinations are for evaluation purposes only and will not be returned to the student.

Required Materials

There are no specific materials required.

Computer Requirements

Please refer to the computer requirements on the School of Industrial Design Website. You may be asked by your instructor to refer to cuLearn for other information or requirements related to computer work.

<http://www.id.carleton.ca/undergraduate/about-the-bid-program/computer-requirements>

Individual/Group Work

Courses may include individual and group work. It is important in collaborative work that students clearly demonstrate their individual contribution.

Review/Presentation Attendance

Attendance at scheduled SID Reviews/Presentations is mandatory. These are equivalent to exams when indicated in the course outline. Failure to attend the Review/Presentation without reasonable cause, will result in a grade of F. Students arriving late for the Review/Presentation or not remaining for the complete

Late Submission of Lecture & Studio Deliverables

Students who do not hand in deliverables on time will not receive a Pass in this course.

Academic Integrity

Carleton's Policy on Academic Integrity is available at: <https://carleton.ca/registrar/academic-integrity/> and covers the following topics:

Plagiarism (e.g. submitting work in whole or in part by someone else, failing to acknowledge sources through the use of proper citations when using another's work).

Other Violations (e.g. improper access to confidential information, disruption in classroom activities, misrepresentation of facts for any academic purpose).

This policy governs the academic behavior of students. In industrial design, ideas and concepts come from a multitude of sources and may be modified and utilized in the design and development process. The student should reference such sources appropriately and it is strongly advised that you read Carleton's Policy on Academic Integrity prior to conducting any work at the University.

Requests for Academic Accommodation

You may require special arrangements to meet your academic obligations during the term. For an accommodation request for any of the following topics below, refer to the link provided for more information: <https://students.carleton.ca/course-outline/>

- *Parental Leave*
- *Religious/Spiritual Obligation*
- *Academic Accommodations for Students with Disabilities*
- *Survivors of Sexual Violence*
- *Accommodations for Student Activities*

Student Responsibility

The student is responsible for knowing the content of this course outline; the schedule of classes, assignments, and/or Reviews; and the material that was covered when absent. The studio is a professional environment and students should be working during the scheduled hours.

Unless otherwise arranged, the class will meet during scheduled class hours. Please note that attendance is important since issues and questions may be raised in class, and announcements made, along with information disseminated through. As external professionals are often involved in our work, scheduling changes for guest lectures, presentations, and Reviews may occur at short notice, requiring students to stay informed.

Changes to the Course Outline

The course outline may be subject to change in the event of extenuating circumstances.

Appendix A - Course Schedule

Week	Date	Asynchronous Activity	Brightspace Deliverable
1	Sep 8th	Welcome Lecture. Report Skeleton Lecture	Quiz
2	Sep 15	Complete the Online Internship Confirmation Survey	Survey
3	Sep 22	Technical Reports: Style, formatting and graphics (Lecture)	Skeleton is due
4	Oct 10	Final Report is due and shared with your team member	Final Report due to team member
5	Oct 20	Peer Reviewed Report is due to instructor	Final Report is handed in
6	Dec 1	See sample videos	Final Video upload