



## COURSE OUTLINE

**MET290**

**Advanced Manufacturing Technology  
Internship**

**2**

Course Number

Course Title

Credits

**0lec/100 Job Hours**

Hours:  
lecture/Lab/Other

Co- or Pre-requisite  
Approval of Advisor

**Fall 2017**  
Implementation  
sem/year

Introduces students to work experience in a manufacturing environment.

**Is course New, Revised, or Modified?** New

**Required texts/other materials:** None

**Revision date:** Fall 2017

**Course coordinator:** D.T.DeFino [definod@mccc.edu](mailto:definod@mccc.edu) ext: 3456

## **Course Competencies/Goals:**

### ***The student will be able to:***

1. Evaluate potential internship opportunities and select one that fits her/his individual goals and skills.
2. Develop a resume and cover letter that presents his/her experience and technical skills.
3. Collaborate and work with professionals in the industry
4. Create a final report summarizing the experience.

## **Course-specific General Education Knowledge Goals and Core Skills**

### **General Education Knowledge Goals**

**Goal 1 Communication.** Students will communicate effectively in both speech and writing.

### **MCCC Core Skills**

**Goal A Written and Oral Communication in English.** Students will communicate effectively in speech and writing, and demonstrate proficiency in reading.

**Goal B. Critical Thinking and Problem-solving.** Students will use critical thinking and problem solving skills in analyzing information.

**Goal F. Collaboration and Cooperation.** Students will develop the interpersonal skills required for effective performance in group situations.

## **Units of study in detail.**

### **Unit I Preparation**

**The student will be able to :**

1. Identify and evaluate possible internship opportunities. (CG1) Core Skills Goal A
2. Develop a resume (CG2), Core Skills Goal A, Gen Ed Goal 1

### **Unit II Working on the job**

1. Communicate and socialize in a business environment(CG3) Core Skills Goal A
2. Meet deadlines and cooperate with others. (CG3) Core Skills Goal F
3. Meet expectations of the employer/supervisor. (CG3) Core Skills Goal F

### **Unit III Final report**

1. Describe skills and processes learned (CG4) Core Skills Goal A
2. Evaluate strengths and areas for improvement relative to the work experience. (CG4) Core Skills Goal B
3. Assess the value of the internship. (CG1, CG4) Gen Ed Goal 1

**Evaluation of student learning:**

Achievement of the course objectives will be evaluated by the following tools:

1. Formal progress review with the employer/supervisor using the attached rubric.
2. Final written report.

<b>Evaluation Tools</b>	<b>% of Grade</b>
The final grade will be based on the following:	
Formal progress review with employer	50%
Final Report from student	50%
Total	100%

**Academic Integrity Policy**

As stated in the student handbook, "A student will be guilty of violating academic integrity if he/she (a) knowingly represents the work of others as his/her own, (b) uses or obtains unauthorized assistance in the execution of academic work, or (c) gives fraudulent assistance to another student." Students should read the Academic Integrity policy in the MCCC Rights and Responsibilities Handbook.

**Academic Dishonesty will result in failure of this course.**

## Evaluation Form - MET290 AMT Internship

	Performance: Circle the appropriate number	Low		Average		High
1	Performs assigned tasks on-time	1	2	3	4	5
2	Quality of Work is acceptable to immediate supervisor and the organization	1	2	3	4	5
3	Ability to anticipate and prevent problems	1	2	3	4	5
4	Ability to solve problems	1	2	3	4	5
5	Accepts responsibilities without difficulty	1	2	3	4	5
6	Performs assignments to utmost ability	1	2	3	4	5
7	Is punctual and has good record of attendance	1	2	3	4	5
8	Possesses sufficient ability and potential to enter the profession	1	2	3	4	5

	Attitude: Circle the appropriate number	Low		Average		High
1	Demonstrates an eagerness to assist others on the job when called upon	1	2	3	4	5
2	Cooperates with supervisor	1	2	3	4	5
3	Is willing to accept criticism and respond in a positive way	1	2	3	4	5
4	Demonstrates a good working relationship with co-workers	1	2	3	4	5
5	Possesses realistic understanding of own abilities and limitations	1	2	3	4	5

Use the back side of this form for written comments