

ENGT 2000 Professional Development (1 semester credit hour)

Required

Current Catalog Description:

This course provides an introduction to and appreciation of the various performance expectations in the engineering profession. Resume writing, public speaking and interviewing skills are developed. The course prepares the student for entry into the engineering profession, including ethics, office etiquette, social responsibilities, employment practices, and the value of continuing education and professional registration.

Textbooks:

none

References:

Course web site: <http://cset.sp.utoledo.edu/engt2000/>
Various web references assigned by instructor

Related Program Outcomes (i , j and k):

Upon successful completion of the Computer Science and Engineering Technology program, graduates will have:

- an ability to communicate effectively (outcome g), as evidenced by preparation and submission of written reports during the course.
- a recognition of professional, ethical and social responsibilities (outcome i), as evidenced by responses to exam questions related to these topics.
- a commitment to quality, timeliness and continuous improvement (outcome k), as evidenced by meeting the project milestones imposed in the course.

Course Objectives:

After successful completion of this course, students will:

- Communicate confidently, both verbally and in written form.
- Behave appropriately in a professional environment.
- Appreciate the value of life-long learning.
- Prepare an effective resume, cover letter and complete a professional job interview.
- Enter the engineering profession with poise and confidence.

Major Topics Covered in the Course

Topic	CC2001 Category	CC2001 Core	CC2001 Advanced
Professional versus Personal Communication	SP2	1	
eMail & Course Listserv	SP2	1	
Co-operative Education			
Resumés			
Professional Communication	SP2	1	
Researching a Company			
Interviewing			
Professional Behavior	SP4	1	
Workplace Harassment	SP4	2	
Public Speaking and Presentations			
Professional Registration	SP4	2	
Ethics	SP3	2	
UT Career Services Office			
Mock Interviews			
Employer Perspectives			
Co-op Application & Procedures			
Totals		10	

Laboratory Projects:

None

CAC Categories

	CS Core	CS Adv
Data Structures		
Algorithms		
Software Design		
Computer Organization and Architecture		
Concepts of Programming Languages		

Oral and Written Communications

Every student is required to submit a resume, cover letter, thank-you letter and a written summary of research results for a specific company.

Social and Ethical Issues

Professional versus Personal Communication
 eMail & Course Listserv
 Professional Communication
 Professional Behavior
 Workplace Harassment
 Professional Registration
 Ethics

Theoretical Content

NA

Problem Analysis

NA

Solution Design

NA

Course Coordinator

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