

Engineering Internship/Co-op
EGN 4949

Instructor:

TBA
Office Hours: TBA

Course Description

Practical internship/co-op work experience under approved industrial supervision

Credits

1-3 Credit Hours: Students are expected to devote an equivalent of three hours a week of course work in this class for each credit in which they are enrolled. Students can enroll in a total of 12 credit hours of this course during their undergraduate study at UF. Students should check with their department on the impact of excess surcharges and whether the credits will count toward their degree. Students should carefully discuss with their industry mentor the time expectations for completion of the requirements of the class, and these expectations should be clearly articulated in the Engineering Internship/Co-op Form. Typical total time on an internship/co-op is full-time at 40 hrs/week and is typically paid.

Course Pre-Requisites / Co-Requisites

EG Classification

Course Objectives

After completion of this course, the student will have learned

- Apply searching the literature to the project
- Describe and apply taking proper safety precautions in the laboratory, if relevant, to the project
- Produce an accurate record of work performed during the Internship/Co-op
- Apply engineering knowledge to a problem in industry
- Produce a technical report
- Discuss work in a team environment, if relevant to the project
- Conduct herself/himself responsibly, safely, and ethically in a professional environment

Materials and Supply Fees

None

Professional Component (ABET):

Contributions to the professional component of ABET will vary depending on the type of internship/co-op

Relation to Program Outcomes (ABET):

Outcome	Coverage*
a. Apply knowledge	High
b. Conduct experiments	Varies
c. Design	Medium
d. Function on teams	High
e. Solve problems	High
f. Professional and ethical responsibility	High
g. Communicate	High
h. Global, societal, and environmental impact	Varies
i. Lifelong learning	
j. Contemporary issues	Varies
k. Techniques, skills, and tools for degree program	

*Coverage is given as high, medium, or low. An empty box indicates that this outcome is not part of the course.

Required Textbooks and Software

None

Recommended Materials

None

Course Schedule

The course schedule will depend on the specific internship/training experience. The typical time per topic will vary depending on the internship/co-op

- Overview of company/project
- Safety training
- Discussions with project teams
- Background research, review of documents, white papers, and scientific papers
- Planning, designing, and reviewing the planned work
- Executing the plans
- Documenting progress, experiments, and other technical documentation
- Further team discussions to discuss results
- Final report writing and presentation

Attendance Policy, Class Expectations, and Make-Up Policy

Participation is a crucial part of an Internship/Co-op experience. Excused absences are consistent with university policies in the undergraduate catalog (<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>) and require appropriate documentation.

Evaluation of Grades

70%
Degree to which students meet expectations. Expectations are to be established by the Industry Mentor and student a minimum of one semester in advance of the student's enrollment in this course. The agreed-upon expectations will be reflected on the Internship/Co-op Form signed by both the student and industry mentor prior to the student's enrollment in the class. The following is a minimum set of expectations for every student enrolled in this class for credit: i.) perform a background literature search and review, ii.) develop a project plan, iii.) perform experimental work or applied experimental work, iv.) write and present a research report. All four of these minimum expectations as well as additional expectations (e.g., attendance at team meetings, company presentations, etc.) are to be clearly established and articulated to the student by the industry mentor prior to commencement of the internship/co-op.

20%
Quality of the final report and oral presentation. The industry mentor will provide clear expectations of the desired format, content, and deadlines of the final report. The industry mentors will grade the final report in collaboration with a UF Faculty member.

10%
Attendance.

Grading Policy

Percent	Grade
70 - 100	S
0-69.9	U

More information on UF grading policy may be found at:
<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Students Requiring Accommodations

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, <https://www.dso.ufl.edu/drc>) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

Course Evaluation

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu/evals>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/>.

University Honesty Policy

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code (<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Software Use

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

Student Privacy

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see: <http://registrar.ufl.edu/catalog0910/policies/regulationferpa.html>

Campus Resources:

Health and Wellness

U Matter, We Care:

If you or a friend is in distress, please contact umatter@ufl.edu or 352 392-1575 so that a team member can reach out to the student.

Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc>, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

Sexual Assault Recovery Services (SARS)

Student Health Care Center, 392-1161.

University Police Department at 392-1111 (or 9-1-1 for emergencies), or <http://www.police.ufl.edu/>.

Academic Resources

E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu.
<https://lss.at.ufl.edu/help.shtml>.

Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling. <https://www.crc.ufl.edu/>.

Library Support, <http://cms.uflib.ufl.edu/ask>. Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring.
<https://teachingcenter.ufl.edu/>.

Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers.
<https://writing.ufl.edu/writing-studio/>.

Student Complaints Campus: https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf.

On-Line Students Complaints: <http://www.distance.ufl.edu/student-complaint-process>.