

8/29/2022 DATE

☒ REQUIRED COURSE
☐ ELECTIVE COURSE

 Business DIVISION
☐ NEW COURSE
☒ REVISION

Lake Land College

Course Information Form

| | | | | | | | | | | | | |
|--------------------------------------|--|------------------|--|----------------------------|---------------------|----------------------------------|------------------------|--------|-------------|-------|---|--|
| COURSE NUMBER: | | ITT-040 | | TITLE: (30 Characters Max) | | IT Computer Apps Cert Internship | | | | | | |
| SEM CR HRS: | 1 | Lecture: | 0 | | Lab: | 0 | | ECH: | 0 | | | |
| Course Level: | <input type="checkbox"/> Gen Ed / IAI | | <input checked="" type="checkbox"/> Career/Technical | | Clinical Practicum: | 0 | SOE/ Internship: | 5 | SOE ECH: | 5 | | |
| | <input type="checkbox"/> Baccalaureate /Non-IAI | | <input type="checkbox"/> Dev Ed/ Not in Degree Audit | | | | | | | | | |
| COURSE PCS # | 12 | | IAI Code | | | | Contact Hours Per Week | | | | | |
| Repeatable (Y/N): | Y | Pass/Fail (Y/N): | N | Variable Credit (Y/N): | N | Min: | Max: | 16 Wks | 0 | 8 wks | 0 | |
| Prerequisites: | Completion of 15 semester hours in the IT Computer Applications Certificate with 2.0 minimum GPA | | | | | | | | | | | |
| Catalog Description: (40 Word Limit) | Designed to give Computer Applications students on-the-job experience. The students must work in the community in a computer related area. | | | | | | | | | | | |

| List the Major Course Segments (Units) | Contact Lecture Hours | Contact Lab Hours | Clinical Practicum | Non-Clinical Internship/ SOE |
|--|-----------------------|-------------------|--------------------|------------------------------|
| Supervised Occupational Experience Relates to his/her training and environment | | | | |
| 1 Cr. Hr. | | | | |
| Actual Work Hours - 63 | | | | |
| SOE Hours - 75 | | | | |
| | | | | |
| TOTAL | 0 | 0 | 0 | 75 |

| EVALUATION | | | |
|--|-----------------------------------|-------------------------------------|---|
| QUIZZES <input type="checkbox"/> | EXAMS <input type="checkbox"/> | ORAL PRES <input type="checkbox"/> | PAPERS <input type="checkbox"/> |
| LAB WORK <input checked="" type="checkbox"/> | PROJECTS <input type="checkbox"/> | COMP FINAL <input type="checkbox"/> | OTHER <input checked="" type="checkbox"/> |

| COURSE MATERIALS | |
|---------------------|--|
| TITLE: | |
| AUTHOR: | |
| PUBLISHER: | |
| VOLUME/EDITION/URL: | |
| COPYRIGHT DATE: | |

| MAJOR COURSE SEGMENT | HOURS | LEARNING OUTCOMES |
|--|-------|--|
| | | <i>The student will be able to:</i> |
| Each internship experience will be unique, but these common learning outcomes should be addressed: | 75 | 1. Apply the skills learned in the classroom to a work environment. 2. Apply good human relation skills in a work environment. 3. Apply good business communication skills in a work environment. 4. Apply problem solving skills in a work environment. 5. Successfully complete the activities required in the individual job position. 6. Keep up to date and learn new trends in the field. |
| Insert New Line Above this Line | | |
| | 75 | |

| COURSE OUTCOMES* | At the successful completion of this course, students will be able to: |
|------------------|---|
| | As a result of successfully completing the work assignment, the student will have accomplished the specific job-related learning objectives as set forth by the Internship Syllabi and Instruction Sheet. |
| | Apply classroom knowledge to a computer-related work environment. |
| | Develop good oral communication skills in a work environment. |
| | Develop good written communication skills in a work environment. |
| | |

* Course Outcomes will be used in the Assessment Software for Outcomes Assessment. Limit to 3 - 5.