**IDH 1700 Professional Development for Engineers Fall 2017**

**Instructor:** Dr. David Bloomquist, P.E.

**Contact:** dave@ce.ufl.edu, (352) 213-3549

**Lead Teaching Assistant:** Alexandra Bechtle, arb0330@ufl.edu

**Class Time and Location:** Thursday 11:45 a.m. - 1:40 p.m., Hume 119

**Class Dates:** August 24 - October 19

**Office Hours:** Scheduled upon request

**Course Objective:** For first-year Engineering majors to develop an action plan for more in-depth involvement in their discipline, whether that be through undergraduate research, internships, leadership roles, global experiences, or other opportunities.

**E-Learning Website:** <https://lss.at.ufl.edu/>

**Course Schedule:**

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| ***Week*** | ***In-Class Discussion*** | ***Assignment*** |
| 1 | Introductions, course overview, build challenge | Time audit, elevator pitch |
| 2 | Time management, stress relief, social media, elevator pitches, resume tips, | Resume, student organization report |
| 3 | Student organization reports, resume critique, interview techniques, Body language segment 1 | Interview tips, common interview questions |
| 4 | Mock interviews, interview practice, Career Showcase tips, Body language segment 2 | Company Report |
| 5 | Company report, approaching faculty about research, Body language segment 3 | Career Fair attendance and reflection |
| 6 | Career Showcase reflection, email etiquette, Body language segment 4 | Faculty research report |
| 7 | Faculty reports, early registration, Honors student panel | Time audit |
| 8 | Time audit comparison, Project X competition | Ex. Credit: Explain Dark Matter and Dark Energy in 300 words. If too easy, Solve World Peace |

**Grading Scale:** The overall course grade will be determined by class participation, attendance, and assignment completion.

**Attendance Policy:** Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.

**Disability Accommodations:** Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, [www.dso.ufl.edu/drc/](http://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

**Grading Policy:** Letter grades assigned will follow the UF policies for assigning grade points: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

**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. 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/>.

**Honor Pledge:** “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 (<http://www.dso.ufl.edu/sccr/process/student-conduct-honorcode/>) 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.

**Health and Wellness Resources:**

*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/Default.aspx>, 392-1575

*Sexual Assault Recovery Services (SARS)*: Student Health Care Center, 392-1161.

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

**Academic Resources:**

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

*Career Resource Center*: Reitz Union, 392-1601. Career assistance and counseling. <http://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. <http://teachingcenter.ufl.edu/>

*Writing Studio*: 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers. <http://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-complaintprocess>