

SENIOR PROJECT IN DIGITAL ARTS & SCIENCES (DAS)

COURSE NUMBER: DIG 4970	CREDIT HOURS: 3
SEMESTER/YEAR: FALL 2018	CLASS LOCATION: FAA 102
	CLASS MEETING TIME(S): TBD
INSTRUCTOR: Prof James Oliverio	OFFICE LOCATION/HOURS: WED 1-3PM. FAA 102
	CONTACT EMAIL: PLEASE USE CANVAS MAIL
CONTACT PHONE: (352) 294-2000	COURSE COMMUNICATION: www.elearning.ufl.edu

COURSE DESCRIPTION

As the capstone project of the BADAS experience, students will be given the opportunity to create a semester-long major project of their own design, as well as receive focused presentations and feedback from DW faculty and other professionals on topics related to the Digital Arts & Sciences. Students may elect to pursue a single (solo) project, which may be a major written treatise, or the creation of a digital system or artifact, or collaborate in the creation of an approved team-based project.

PREREQUISITE KNOWLEDGE AND SKILLS

Senior status in the BA in DAS program.

PURPOSE OF COURSE

To provide an advanced-level opportunity where applied creativity will be used to demonstrate achievement and understanding of cultural & technical practices in the Digital Arts & Sciences (DAS). To ensure graduating seniors are best equipped to succeed in the marketplace and/or go on towards advanced graduate studies, presentations and feedback from a variety of specialists will cover matters related to the successful undertaking of a career in DAS.

COURSE GOALS AND/OR OBJECTIVES: By the end of this course, students will be able to:

- Showcase a major artifact or publication-ready document demonstrating considerable accomplishment in their chosen area of the Digital Arts and Sciences
- Evidence an understanding of common business and industry practices and expectations
- Demonstrate fluency in both technological systems and digital design practices
- Give a compelling professional-level final presentation of their work, either solo or team-based
- Add a major and significant piece of work to their portfolio

COURSE SCHEDULE

This course incorporates lectures, discussion, student-created presentations, and a major final project. Individual assignments will be explained in detail as the course progresses.

DIG 4970 Senior Project in DAS

The final exam time scheduled for this course will be announced in advance of each semester by the University of Florida Registrar's Office at <http://www.registrar.ufl.edu/soc/>

Week	Topic	Assignments/Quizzes
1	Introductions and procedural issues/overview	Project Proposal V1.
2	Assignment overview (1); Project Proposal V1.0 Due	
3	Proposal Review (2) – Proposal Discussion	Project Proposal V2.
4	Proposal Pitch and Instructor Feedback	Project Document/Timeline
5	Review and LOA regarding Project Document/Timeline	
6	MOU, LOA, and Contracts; what you need to know	
7	Cover Letters and Resumes – Project Checkpoint 1	Cover Letter/Resume V1
8	1st Review of Cover Letter & Resume - feedback	Cover Letter/Resume V2
9	2 nd Review of Cover Letter & Resume – Project Checkpoint 2	
10	Job Market Analysis: Sectors, Statistics, and Interview Prep	Research 3 Openings- Cover Letters for each
11	Present the 3 Openings – Project Checkpoint 3	Project Promo Materials
12	Mock Interviews - 1st Review of project promotional materials – Project Checkpoint 4	
13	2 nd Review of project promotional materials	
14	Consultation / Work days as individual project warrants	
15	Final Senior Project presentation	

REQUIRED TEXTBOOKS AND SOFTWARE:

All required texts will be available as PDFs on the course Canvas page

RECOMMENDED MATERIALS:

Booth, Wayne C., et al. *The Craft of Research*. U of Chicago P, 2008

COURSE FEES:

Course fees are assessed for certain courses to offset the cost of materials or supply items consumed in the course of instruction. A list of [approved courses and fees](#) is published in the Schedule of Courses each semester. (UF-3.0374 Regulations of the University of Florida).

Material and supply and equipment use fee information is available from the academic departments or from the schedule of courses (Florida Statutes 1009.24). The total course fee for this class is **\$00.00**

EVALUATION OF GRADES

Assignment	Total Points	Percentage of Grade
Proposals and Presentations – Each student will present compelling written project proposals to be graded based on content, quality of preparation, production value, and concise delivery.	200	20%
Written Assignments (Proposal Drafts, Cover Letter + Resume) – Each student will produce original written work including a graphically supported project overview and collateral written materials.	200	20%
Class Participation and Attendance – Students are expected to actively participate in class discussions, both in class as well as in online forums, and collaborate effectively if a team-based project is chosen, or to work independently with focus and progressive results thought the semester	100	10%
Final Project – Capstone presentation of the Senior Project, specific format and delivery will be based on project content. Feedback to be provided from DW faculty and any established project Mentors.	500	50%

GRADING SCALE:

Letter Grade	% Equivalency	GPA Equivalency
A	94 – 100%	4.0
A-	90 – 93%	3.67
B+	87 – 89%	3.33
B	84 – 86%	3.00
B-	80 – 83%	2.67
C+	77 – 79%	2.33
C	74 – 76%	2.00
C-	70 – 73%	1.67
D+	67 – 69%	1.33
D	64 – 66%	1.00
D-	60 – 63%	.67
E, I, NG, S- U, WF		0.00

More information on grades and grading policies is here:
<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

COURSE POLICIES:

PARTICIPATION / ATTENDANCE

We value **participation** more than mere **attendance**. Each instructor is responsible for communicating the specific details of what percentage of your grade (if any) will be assigned to participation, and how will class participation be measured and graded.

Real Time [RT] interaction with your peers and the Instructor will empower you to greater achievement. Residential On-Line students should attend class sessions in RT or your participation points may suffer.

In our course, attendance for On-Campus and RT On-Line students is mandatory. Students are allowed **three unexcused absences**. If you miss more than **three classes** during the semester, each additional absence will lower your overall grade by 100 points. If you miss more than **three classes**, you will fail the course. Exempt from this policy are only those absences involving university-sponsored events, such as athletics and band, and religious holidays, family emergencies, and health issues for which **you must provide appropriate documentation in advance of the absence**.

Additionally, tardiness will not be tolerated. If you are tardy for three class periods, you will receive an unexcused absence.

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>

MAKE-UP POLICY

Assignments are due on the date listed on the syllabus. Late work will only be accepted for UF approved reasons appropriate documentation.

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>

COURSE TECHNOLOGY

The University of Florida and Digital Worlds requires that students have access to and on-going use of a laptop/mobile computer for DIG courses in order to be able to function in the current learning environment. Students are required to access electronic forms of information, submit assignments and communicate with other students and faculty electronically. DW requires each student's mobile computer to meet certain minimum specs for heavy graphics use, the requirements documented below must be met.

DW Computer Requirements

<http://digitalworlds.ufl.edu/programs/ba-in-digital-arts-sciences/new-student-buyers-guide/>

COURSE COMMUNICATIONS

Students can communicate directly with the Instructor regarding the course material through UF e-Learning. <http://elearning.ufl.edu/>

COURSE TECHNOLOGY SUPPORT:

The [Technology Support Center](#) provides computer support for Digital Worlds students who access Visimeet, lecture recordings, student equipment, facilities and other technology-based resources. <http://digitalworlds.ufl.edu/support>

For computer assistance related to Visimeet, lecture recordings, student equipment, and facilities request please [Submit a Help Ticket](#) or email support@digitalworlds.ufl.edu.

For support related to account services, technical consulting, mobile device services, software services, administrative support, application support center, and learning support services, please contact the [UF Computer Help Desk](#) available 24 hours a day, 7 days a week at 352-392-4357 or helpdesk@ufl.edu.

UF POLICIES:

UNIVERSITY HONESTY POLICY

UF students are bound by The Honor Pledge that 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](#) 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 in this class.

CLASS DEMEANOR

Students are expected to arrive to class on time and behave in a manner that is respectful to the instructor and to fellow students. Please avoid the use of cell phones and restrict eating to outside of

the classroom. Opinions held by other students should be respected in discussion, and conversations that do not contribute to the discussion should be held at minimum, if at all.

STUDENTS REQUIRING ACCOMMODATIONS

Students with disabilities requesting accommodations should first register with the [Disability Resource Center](#) (352-392-8565) 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.

NETIQUETTE COMMUNICATION COURTESY

All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats, more information can be found at: <http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.pdf>

ONLINE COURSE EVALUATIONS

Students are expected to provide feedback on the quality of instruction in this course by completing [online evaluations](#). 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 [evaluation results](#).

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/Default.aspx>, 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, 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 Learning-support@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-complaint-process>

Disclaimer: This syllabus represents the instructor's current plans and objectives. As we go through the semester, those plans may need to change to enhance the class learning opportunity. Such changes, communicated clearly, are not unusual and should be expected.