**Vertically Integrated Projects (VIP) 381X: Course Name**

**Course Syllabus**

**Instructors, Email, Office Hours:**

**Class Meeting Times**

**Course Description**

General description here…

VIP381A is a multidisciplinary course supporting student and/or faculty-initiated projects, guided by faculty mentorship and professional research. Undergraduate students joining VIP teams earn one credit each semester for their participation in design/discovery efforts that enable them to explore their interests through long term projects. The teams are:

* *Multidisciplinary* - drawing students from all disciplines on campus;
* *Vertically-integrated* - maintaining a mix of freshmen through senior students;
* *Long-term* - each undergraduate student may participate in a project for up to three years.

**Course Objectives**

* Introduce students to state-of-the-art industry standard technology to better prepare them to enter the workforce.
* Allow students to utilize their specialized knowledge and skills in the context of a team-based research project.
* Provide students with the opportunity to conduct research at an early stage to better prepare them for possible academic careers.
* Enable students to work in multidisciplinary teams to design effective solutions to complex urban issues.

**Course Structure**

Each team will determine working times, designated as “sub-team meetings.” Students are responsible for participating in their team and sub-team meetings. If any meeting is missed, it is the responsibility of the student for knowing what occurred in that meeting (typically by discussing it with other team members). An excused absence does not relieve a student of that responsibility. Students are encouraged to take the course for at least three consecutive semesters in order to move their project forward.

The continuity, disciplinary depth, and professional breadth of these teams intend to:

* Provide the time and context necessary for students to learn and practice many different professional skills, make substantial technical contributions to the project, and experience many different roles on a large, multidisciplinary design/discovery team.
* Support long-term interaction between the students and faculty on the team. The more senior students mentor the undergraduates as they work on the design/discovery projects embedded in the course.
* Enable the completion of large-scale design/discovery projects that are of significant benefit to faculty members' research.

Student outcomes in the first semester are below; students will:

* Familiarize themselves with their chosen project and acquire enough background information to present/communicate their knowledge
* Gain basic skills in prototyping and engineering design
* Make some meaningful contributions to the overall project (with guidance from instructors)

Student outcomes in the second semester are below; students will:

* Master the foundations within the discipline and be able to communicate that mastery orally or in writing to the instructor / other students
* Pursue needed knowledge/skills
* Make several meaningful contributions to the overall project
* Assume some technical/leadership responsibilities

Student outcomes in the third semester are below; students will:

* Demonstrate mastery of the foundations of the disciplines required for their project, demonstrated by their written work or oral presentations
* Acquire deeper knowledge/skills than they had in previous semesters (i.e. can teach those skills to others)
* Make significant contributions to the overall project
* Assume significant technical/leadership responsibilities

Student outcomes in the fourth semester are below; students will:

* Provide leadership in their technical area
* Manage their teammates and their contributions
* Take responsibility for meeting deadlines and moving the project forward

**Course Prerequisites**

Students must be pursuing their undergraduate degree in order to enroll in VIP for credit. Enrollment is based on a rolling application process with a decision made before the beginning of each semester.

**Course Schedule**

|  |  |
| --- | --- |
| **Week** | **Assignments Due** |
| **1** | * Orientation and Review of Last Semester
* Setup VIP Notebook (New Students)
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| **2**  | * Setup new and/or Review Sub-Team Communication and task management, Software: Slack, Monday, GitHub
* Create written goals for team projects for the semester and long-term
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| **3**  | * Review of Sub-Team Papers from Previous Semesters/Summer
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| **4**  | * Document all work in VIP notebook
* Brainstorming focus areas and conducting relevant literature/background review
* Create a project timeline
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| **5**  | * Milestone 1 Presentations
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| **6**  | * Document all work in VIP notebook
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| **7**  | * Mid-Semester VIP Notebook Check
* Mid-Semester Peer-Evaluations
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| **8**  | * Document all work in VIP notebook
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| **9**  | * Milestone 2 Presentations
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| **10**  | * Document all work in VIP notebook
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| **11**  | * Rough draft of presentation and report due
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| **12**  | * Document all work in VIP notebook
 |
| **13**  | * Final Presentation and demos
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| **14** (12/10) | * Final Report and/or other Documents Due: on-boarding, Github, tutorials, workshops, shared drive
* Final VIP Notebook Check
* Final Peer-Evaluations
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**Suggested organizational platforms:** Wiki, Github, website, other repositories.

**Suggested platforms for notebooks:** Indesign, labarchives

**Suggested team coordination and communications platforms:** miro, monday, Slack, Teams, Trello, MeWe

**Course Policies**

Outside of the normal class time, expectations for this course include weekly meetings with your team, sub-teams, or the team members designated for specific tasks related to the project. Weekly meetings should take place for 1-2 hours with the instructor of the course and it is expected that approximately 2-3 additional hours will be spent on the project each week.

**Grades**

|  |  |
| --- | --- |
| Item | Breakdown |
|  |  |
| Personal accomplishments and contributions to your team’s goals* VIP Notebook (individual)
* Peer reviews
 | 35% |
| Teamwork and interaction* Project progress based on team objectives and goals
* Team organization: management and structuring
* Documentation and records: on-boarding, Github, tutorials, workshops, shared drive
* Recruitment material: trailer, poster, and/or brochure, website
 | 35% |
| End of semester presentation and demo  | 30% |
| **Total** | **100%** |

**Academic Honesty**

The main principle in VIP academic honesty is that you will not present someone else’s work as your own. Tests and specific assignments (homework, lab assignments, etc.) must be your own work. For other work you are encouraged to consult whatever sources are helpful in learning and understanding the issues associated with the material, but you should always provide appropriate references and citations where such material is included in your VIP notebook, programming code, presentations, etc.

Additionally, to provide a good working environment for all students, you’re expected to adhere to rules given here, posted, or disseminated in class. Academic Honesty is taken seriously and failure to follow these principles will result in disciplinary actions as stated in the [Student/Faculty Handbook here.](http://cooper.edu/engineering/curriculum/academic-standards-regulations)