



**COURSE DESCRIPTION:**

- I. Students will be placed in a commercial or government GIS or remote sensing workplace where they will experience and participate in the day -to- day functions and activity. Their work habits, skills and performance will be evaluated and they will complete a technical report of a specific aspect of their work.

**II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**

Upon successful completion of this course, the student will demonstrate the ability to:

1. Successfully integrate into and perform an appropriate GIS/RS/GPS job function in an operational work setting.

Potential Elements of the Performance:

- Accept a prearranged placement, make contact with the supervisor, arrange for a start date and time and arrive to begin work.
  - Accept and perform a fulltime work function as assigned, to a maximum of 40 hrs./week, for a four week period with hours and other details to be worked out with the supervisor
  - Demonstrate appropriate work ethic and skill level to supervisor and co-workers
  - Use the opportunity for networking to advantage in obtaining an appropriate job after the placement is completed
  - Discuss and learn from the supervisor's performance evaluation at the end of the work term
2. Submit a technical report on an agreed to technical aspect of your fieldwork placement.

Potential Elements of the Performance:

- Discuss potential topics for a technical report with your supervisor in the first week of the placement
- Discuss and seek approval for the report topic with the GIS Coordinator at the college
- Prepare and submit the technical report following the guidelines provided later in this course outline (see evaluation section) within one week of completion of the workplace placement

**III. TOPICS:**

1. Work placement in an operational setting in GIS/RS
2. Technical Report on a Specific Aspect of the Work being Performed.

#### IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

Students are responsible for their own travel and accommodation costs during the fieldwork placement (if any). Acceptable locations will be worked out with the student prior to setting up the placement. Students will need access to a computer that can produce a quality technical report incorporating appropriate computer graphics.

#### V. EVALUATION PROCESS/GRADING SYSTEM:

Employer's Evaluation of Work Performance	- 70%
Technical Report (see requirements below)	<u>-30%</u>
TOTAL	100%

**Please note: Each of the Field Placement and Technical Report components must be satisfactorily completed (60% each) for a passing grade to be assigned in this course.**

**Eligibility for a work performance grade occurs only after a minimum of four weeks of fulltime (min. of 120 hrs) work has been completed.**

**Failure to satisfactorily complete the field placement component will result in an 'R' grade. The course can subsequently only be considered for repeating a year following the first attempt.**

The following semester grades will be assigned to students in postsecondary courses:

<b>Grade</b>	<b><u>Definition</u></b>	<b><i>Grade Point Equivalent</i></b>
A+	90 – 100%	4.00
A	80 – 89%	3.00
B	70 - 79%	2.00
C	60 - 69%	1.00
D	50 – 59%	0.00
F (Fail)	49% and below	
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	
U	Unsatisfactory achievement in field/clinical placement or non-graded	

	subject area.
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.
NR	Grade not reported to Registrar's office.
W	Student has withdrawn from the course without academic penalty.

## VI. SPECIAL NOTES:

### Special Needs:

If you are a student with special needs (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Special Needs office. Visit Room E1101 or call Extension 493 so that support services can be arranged for you.

### Retention of Course Outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

### Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Rights and Responsibilities*. Students who engage in “academic dishonesty” will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

### Course Outline Amendments:

The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Substitute course information is available in the Registrar's office.

**VII. PRIOR LEARNING ASSESSMENT:**

Students who wish to apply for advanced credit in the course should consult the professor. Credit for prior learning will be given upon successful completion of a challenge exam or portfolio.

**VIII. DIRECT CREDIT TRANSFERS:**

Students who wish to apply for direct credit transfer (advanced standing) should obtain a direct credit transfer form from the Dean's secretary. Students will be required to provide a transcript and course outline related to the course in question.