

## Coop Ed. Work Experience (GRDSN 267)

In this course, students are placed in an entry-level position with a professional design firm, advertising agency, or in-house graphics department. This is a part time, non-paid position. Students will work from 1-5 p.m. for 11 weeks, performing all tasks and assuming the responsibilities of a regular employee.

### Prerequisites

To enroll in GRDSN 267, students must have successfully completed all fifth quarter design courses and be concurrently enrolled in *Portfolio and Professional Practices (GRDSN 207)*.

### Activities

Students will have chosen or have been recommended to the their work experience site in *Advanced Design Problems (GRDSN 204)*. Upon entering the work position, students adapt to the business's unique method and style of work, e.g., client contact, problem solving, group involvement in the design process, mechanical preparation, budgeting and time tracking, working with vendors, equipment, and deadlines.

Students receive a critique of their portfolio by the firm/supervisor, and make any appropriate additions or alterations.

Students are required to keep a work experience diary of weekly events, write a paper, and give an oral presentation to the GDRSN 207 class.

Students receive a written and oral evaluation from the firm/supervisor, as well as regular reviews from the instructor.

### Evaluation

Grading in all GRDSN courses is highly competitive and is based on the following criteria:

1. Quality of project solutions, papers, and exams,
2. Meeting regular deadlines,
3. Attitude and work ethic,
4. Regular attendance,
5. Punctuality,
6. Productive use of class time,
7. Completion of outside-of-class work, and
8. Oral participation and objectivity in critiques.

### At the completion of this course, students will:

1. Have a more complete understanding of the job position they seek, its duties, responsibilities, and deadline pressures.
2. Be able to undertake job interviews with greater confidence and understanding of their skills and abilities.
3. Gain valuable work experience.
4. Learn to take direction and receive criticism in an objective manner.
5. Learn organizational practices in the design workplace.
6. Develop responsibility on the job.
7. Develop leadership skills.
8. Function as a contributing member of a professional design team.

### Outline

1. 220 hours of successful work in an appropriate entry-level business work station
2. Work experience paper

- 2.1 Daily diary of work experience
  - 2.2 Compilation into paper
  - 2.3 Oral presentation to first-year students
3. Portfolio review/evaluation
- 3.1 By work experience employer
  - 3.2 By other business professionals in job interviews
  - 3.3 Revision of portfolio content/presentation based on interview feedback