

Resume & Cover Letter – Students write a resume and cover letter for an EE job opening found on the web.

Read: Sorby and Bulleit Ch 1, 2, 3, 4.1-3, 5.1-4, 10

Proposed PowerPoint ECE current topic – Each student proposes a current topic in the field of electrical and computer engineering for a formal 5-minute (individual) oral presentation using PowerPoint.

PowerPoint, ECE Current Topic – Each student gives a 5 minute presentation (individual) using PowerPoint about a current ECE topic. The technical level of this presentation should be for an undergraduate EE/CE audience. Activities include critical listening and feedback.

Read: Sorby and Bulleit Ch 8, 9

Student biography – Each student writes their biography for the home page of their website (see below).

Read: Sorby and Bulleit Ch 8, 9

Web, student home page – Each student creates a personal web site, (hosted on a CADE computer), that includes the resume, cover letter, biography, and PowerPoint slides for the current ECE topic presentation. This web site may be expanded for use as a student portfolio that helps student obtain employment. If desired, the student may password protect the web site.

Read: Sorby and Bulleit Ch 5.9, 5.10

Clinic preferences – Each student lists their areas of expertise within EE and their ranked preferences for clinics. The instructors will use this information to assign students to clinic poster teams.

Team Agreements – Each clinic poster team creates a list of agreements governing their interactions.

Clinic Poster – Each student team prepares a poster describing one of last year's senior project clinics. These posters will be presented to the class and may be placed in hallways at the end of the semester.

Read: Sorby and Bulleit Ch 6.1, 6.3, 6.5, 7

E-mail, proposal for clinic sequel – Each student writes a short e-mail proposal for a continuation of the clinic described by their poster. The proposals are sent to the course instructor for grading.

Read: Sorby and Bulleit Ch 4.4, 4.5, 6.2

Team self-assessment – Students rate the performance of their team by allotting an imaginary bonus \$10,000 to other team members.