

**J. Sargeant Reynolds Community College  
Course Content Summary**

**Course Prefix and Number:** ITE 290

**Credits:** 3

**Course Title:** Coordinated Internship in Information Technology Essentials

**Course Description:** Provides students supervised on-the-job training in Information Systems Technology. Prerequisite: Permission of program head. Laboratory 12 hours per week.

**General Course Purpose:** Provides students with on-the-job training, which will prepare them for actual employment in an area of information systems. Course may be used as an elective in the IST AAS - Computer Applications concentration.

**Course Prerequisites and Co-requisites:**

Prerequisite: Permission of program head

**Student Learning Outcomes:**

Upon completing the course, the student will be able to

- a. Apply critical-thinking and decision-making skills in an IT setting;
- b. Communicate effectively, both orally and in writing;
- c. Exhibit social skills, such as interacting and collaborating with others;
- d. Develop simple web sites;
- e. Apply Microsoft Office skills to produce business documents; and
- f. Clarify career goals based upon experience in a real setting.

**Major Topics to Be Included:**

- a. Supervised on-the-job training in information systems, coordinated by the Information Systems Technology program head

**Date Created/Updated (Month, Day, and Year):** March 22, 2019