



CIS293 Computer Repair and Network Maintenance
(3 lab)

This course will provide students with the knowledge needed to diagnose and repair stand-alone and networked personal computers. The student will learn about hardware, including disk drives, mainboards, video boards, network interface cards, and modems. Students will learn how to set up, diagnose, and repair network connections, servers and workstations. Students will work with testing equipment such as oscilloscopes, patch boxes, LAN testers, and wiring tools. General software diagnostic tools will be used. The student should expect to pay for additional materials for this course.

CIS295 Computer Architecture
(3 lab)

This course is intended for students who are in the computer science program or for students interested in developing a background in hardware concepts. Topics covered include number systems, logic circuits, arithmetic circuits, flip-flops, registers, memories, sample designs of simple computers, and an introduction to microprogramming. The student should expect to pay for additional materials for this course.

Cooperative Education Department

Room M204 (718) 482-5204

The Cooperative Education Department believes in the value of experience-based learning. Our mission is to engage students in a process of active learning that links work experience with opportunities for critical analysis and reflection.

Department Faculty

Francine White, Chairperson; Karen Anderson, James Cantwell, Diane Ducat, Irwin Feifer, Michael Frank, Doreen Kolomecauk, Stacy Perry, Deborah Robinson, Marie Sacino, Susan Sanchirico, Caren Treiser, Jeffrey Weintraub

CEP100 Cooperative Education: Gateway to the Workplace

This introductory Cooperative Education course is designed to foster career development in a changing work environment and to promote workplace access. Topics include: the transformation of work; the impact of diversity in the workplace; the importance of continuous learning and career planning; and the competencies essential for workplace success. Emphasis will be placed on the use of experience-based learning to facilitate the transition from academic to professional life. This course is a prerequisite for internship placement for students who are not in a First Year Academy.

CEP111 Cooperative Education: Secondary Education Internship I

Introductory internship experience in a secondary education classroom setting. Students will have the opportunity to: explore the field of secondary education as a profession; integrate classroom theory with internship experience; and apply and strengthen interpersonal, technological, and critical thinking skills, while assisting students with diverse needs. A minimum of eighty hours at the internship site is required. A concurrent seminar provides a framework for analyzing and evaluating students' experience.

CEP112 Cooperative Education: Childhood Education Internship I

This is an introductory internship experience in a childhood education setting. Students will have the opportunity to: explore the field of education as a profession; integrate classroom theory with internship experience; and apply and strengthen interpersonal, technological, and critical thinking skills, while assisting students with diverse needs. A minimum of eighty hours at the internship site is required. A concurrent seminar provides a framework for analyzing and evaluating students' experience.

CEP121 Cooperative Education: Fundamentals of Professional Advancement

This introductory Cooperative Education course will help students evaluate career and educational plans, develop professional literacy, and synthesize connections between coursework and professional opportunities. Theories of experiential learning and an overview of career planning will be introduced. Web-based activities, online reading and writing assignments, and a pre-internship project will culminate in the development of a professional ePortfolio. This course is a prerequisite for internship placement for students who are in a First Year Academy.

CEP151 Cooperative Education: Part-Time Internship

This internship provides students with an experience-based learning opportunity to: explore or confirm career interests and plans; apply classroom learning to real work situations; and practice and strengthen interpersonal and technical skills. A minimum of 15-20 hours per week at the internship site is required during the Co-op cycle. A concurrent seminar provides a framework for students to analyze their internship experience.

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CEP152 Cooperative Education: Part-Time Internship

This elective internship provides students with an experience-based learning opportunity to: explore or confirm career interest and plans; apply classroom learning to real work situations; and practice and strengthen interpersonal and technical skills. 15-20 hours per week at the internship site is required during the Co-op cycle. A concurrent seminar provides a framework for students to analyze their internship experience.

CEP175 Cooperative Education: Bilingual Education Internship I

This is an introductory internship experience in a bilingual classroom setting. Students will have the opportunity to: explore the field of education as a profession; integrate classroom theory with internship experience; and apply and strengthen interpersonal, technological, and critical thinking skills, while assisting students with diverse needs. A minimum of eighty hours at the internship site is required. A concurrent seminar provides a framework for analyzing and evaluating students' experience.

CEP201 Cooperative Education: Full-Time Internship

This internship provides students with an experience-based learning opportunity to: explore or confirm career interests and plans; apply classroom learning to real work situations; and practice and strengthen interpersonal and technical skills. 25-40 hours per week at the internship site is required during the Co-op cycle. The internship is accompanied by a concurrent seminar that provides a framework for students to analyze their internship experience.

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CEP202 Cooperative Education: Full-Time Internship

This elective internship provides students with an experience-based learning opportunity to: explore or confirm career interests and plans; apply classroom learning to real work situations; and practice and strengthen interpersonal and technical skills. 25-40 hours per week at the internship site is required during the Co-op cycle. The internship is accompanied by a concurrent seminar that provides a framework for students to analyze their internship experience.

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The Major Seminars offered by the Cooperative Education Department are as follows:

CEP211 Coop-Ed: Secondary Education Internship II

Secondary-level internship experience in a secondary education classroom setting. Students will observe and reflect on the field of secondary education as a profession, connect language/literacy theories and practices with internship experiences; and apply and strengthen core competencies, while assisting students with diverse needs. A minimum of eighty hours at the internship site is required. A required concurrent seminar provides a framework for analyzing and evaluating students' experiences.

CEP212 Coop-Ed: Childhood Education Internship II

This is a second-level internship experience in an early childhood education setting. Students will observe and reflect on the field of education as a profession; integrate language and literacy development theories and practices with internship experiences; and apply and strengthen core competencies, while assisting students with diverse needs. A minimum of eighty hours at the internship site is required. A required concurrent seminar provides a framework for evaluating students' experiences.

CEP275 Coop-Ed: Bilingual Education Internship II

This is a second-level internship experience in a bilingual classroom setting. Students will observe and reflect on the field of education as a profession; integrate language and literacy development theories and practices with internship experience; and apply and strengthen core competencies, while assisting students with diverse needs. A minimum of eighty hours at the internship site is required. A required concurrent seminar provides a framework for analyzing and evaluating students' experience.

CPA011 Reflective Practice in the Teaching Profession I

Students on either first or second internships in educational settings may take this combined seminar. The focus is on the players in the classroom - children, teachers, and other participating adults - as well as factors which influence the classroom, both in and out of school, and the refinement of observation and communication skills essential for investigating a variety of classroom issues. Seminar topics will also focus on classroom management, teaching, and student learning and behavior.

CPA041 Critical Reflection and Learning at Work

This seminar will identify experiential learning strategies and techniques that will help students maximize the learning potential of their internships. Topics covered will include theories, principles and practices of experiential education; an exploration of values, culture and ethics at work; an essential skills approach to task/skill analysis; interpersonal and communication skills; internal and external factors affecting work; organizational structure; and personal development. Self-reflection, group work, selected readings and written assignments will be used throughout the course. This seminar is also offered in an on-line format during selected terms.

CPB011 Reflective Practice in the Teaching Profession II

This course is designed to present experience-based learning and reflective practice to complement topics in language and literacy courses in childhood, bilingual and secondary education. Through classroom observation and activities on their internship assignments, students will be able to identify, report, interpret and reflect on issues that have relevance to language and literacy. A teaching ePortfolio will be designed to meet national standards and to present students' growth and development.

CPB041 Fundamentals of Career Advancement

This seminar is designed to enhance career decision-making skills. Each student will be engaged in the process of solving his or her current career dilemma. Other topics include planning for further education, career networking, using career information, and learning from work experience.

CPC041 The Future of Work

This seminar explores the changes in the workplace due to the trend of advancing technologies and the closely related trend of globalization. It will discuss the emerging New Economy and how it is altering key aspects of our working lives as well as our lives outside paid work. The seminar will also investigate the technological and organizational changes that have occurred in the workplace during the past few decades. Students will be asked to analyze their current internship experience in the light of the changing American and global economy. This seminar is also offered in an on-line format during selected terms.

CPP024 Co-op Prep for Engineering Science

This course will enable engineering majors to explore and/or confirm career interests and plans and develop professional literacy in the field of engineering. Topics include: self-assessment, career and educational research and planning, strategies to access professional opportunities, contemporary issues and ethics in engineering, and the impact of diversity in the workplace. Students will be involved in web-based activities, group work, and online reading and writing activities to meet course objectives.