



F19 ATCM4397.002 - Senior Seminar

Syllabus 2019-08-18 version

Instructor:

Dr. Maximilian Schich, Associate Professor in ATEC

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Time: Fridays 10:00 am – 12:45 pm | **Room:** ATC 2.602 | **Office hours:** after class or by appointment

Box folders:

Assignment upload: <https://utdallas.box.com/v/F19-ATCM4397-002-upload> (expires 2019-12-31)

Material download: <https://utdallas.box.com/v/F19-ATCM4397-002-download> (expires 2019-12-31)

Course Description

The *ATCM 4397 Senior Seminar* is the culminating course in Arts, Technology, and Emerging Communication. Students in this course will engage in the creation of an advanced creative and/or research project related to their pathway's central questions. The course is restricted to students enrolled in their last long semester at UT Dallas. Department consent required.

Learning Outcomes

By the end of the Senior Seminar, students will complete their final *Capstone project* which is an upper-level major requirement for all School of ATEC majors. Senior Seminar is intended to be a culminating course for the major, with the Capstone completing the degree requirement. At the end of the semester, students enrolled in Senior Seminar will participate in a *conference-style poster session* aka *Capstone Celebration*. Further information is available in the *General Capstone FAQ* available in ATEC IO:

<https://atecio.utdallas.edu/tiki-index.php?page=Capstone-Resources>

Required Materials

This course has no required textbook. Be prepared to take notes.

Schedule, assignments, and course specific policies

The full **course schedule** including submission reminders is detailed on page two. The **assignments** are specified in more detail on the following pages. The assignments are designed to help students make progress towards finalizing and raising the quality of their Capstone project, and to better communicate the final results. The **course-specific policies** at the end of the syllabus complement the standard UT Dallas policies that every student must know and follow (available at <http://go.utdallas.edu/syllabus-policies>).

Course schedule

Session Date	Description
1 2019-08-23	Introduction & Q&A: "My subject, my method, my product, & why is it awesome?"
2 2019-08-30	How to: Project workflow planning & project presentation / project work
2019-09-05	upload YourNetID-a1-slides.pdf or .pptx * (due midnight)
3 2019-09-06	Proposal presentations (5 min + 10 min discussion)
4 2019-09-13	How to: Finding essential sources and material? / project work
5 2019-09-20	How to formulate a project abstract? / project work
2019-09-26	upload YourNetID-a2-abstract.pdf * (due midnight)
6 2019-09-27	Abstract discussion / project work
7 2019-10-04	Open discussion of arising issues / project work
2019-10-06	upload YourNetID-a3-midterm-portfolio.zip * (due midnight) max. 2 page pdf summary of weekly work + archive and supporting material (i.e. evidence of work); the summary within the zip file should be named YourNetID-a5-summary.pdf
8 2019-10-11	Mid-term critique / project work
2019-10-12	Midterm grades available in Orion
9 2019-10-18	How to: Working towards Capstone Celebration / project work
10 2019-10-25	Open discussion of arising issues / project work
2019-10-??	Outstanding Capstone Award nomination due
11 2019-11-01	Open discussion of arising issues / project work
2019-11-07	upload YourNetID-a4-abstract.pdf * (due midnight)
12 2019-11-08	Abstract discussion / project work
2019-11-??	Outstanding Capstone Award student audition
13 2019-11-15	Final presentation guidance / project work
2019-11-21	upload YourNetID-a5-slides.pdf or .pptx * (due midnight)
14 2019-11-22	Final presentation in class (15 min time slot)
X 2019-11-29	Fall break
2019-12-08	upload YourNetID-a6-capstone.zip * (due midnight) max. 10 page pdf for research paper/portfolio + archive and supporting material; the main paper/portfolio within the zip file should be named YourNetID-a5-capstone.pdf
2019-12-??	Final public presentation at Capstone Celebration & Award presentations
2019-12-16	Final grades available in Orion

* The upload filename convention is obligatory for all assignment submissions. Generic in short: Create the file with the specified filename, *replace* "YourNetID" with your NetID, and *submit* your assignment to <https://utdallas.box.com/v/F19-ATCM4397-002-upload>. Please be aware that non-compliant filenames will not count as submitted. Particularly avoid submitting files such as "word.doc", "a1.pdf", etc. Within PDF files, please always include *your NetID, the course number, and the assignment number* on the first page and *paginate* the whole file. File and folder names within ZIP files are subject to common sense. Yet, each zip file should unzip to a single folder named equivalent to the ZIP file itself for obvious reasons. You can achieve this by naming the folder first, then zip for submission.

Descriptions and timelines are subject to change at the discretion of the professor.

Assignments

IMPORTANT NOTE: To get full credit, you need to upload each assignment as specified in the schedule on page two of this syllabus. Specifically, you need to follow the file-name convention as indicated for each respective assignment. As all uploads go to the same folder, this is necessary for disambiguation and allocation of credit. Once your assignment file has the correct filename, please submit to our BOX upload folder as indicated on page 2 of this syllabus, no later than midnight on the due date.

Assignments a1 & a5: Presentations in class

In week three of the semester you will present your capstone project in a 5-minute **proposal presentation**, sparking 10 minutes of discussion. At the end of the semester you will give a **final presentation** in class, filling a 15-minute time slot including discussion. **Submit each presentation single file PDF or PPTX (format details see the schedule above).**

Assignments a2 & a4: Two iterations of your project abstract

Research papers and funding applications typically start with a "summary abstract paragraph". Large projects often issue mission statements and presidential summaries. Job applicants have to convince with elevator pitches or the first paragraph of their cover letter. In this assignment, your mission is to convince yourself and your peers through a convincing project abstract in two iterations, one before midterm, and another in the second half of the semester. Hand in no more than a single page in PDF format, letter size, and portrait orientation. Include your **project title**, the **abstract paragraph**, and optionally a striking **figure** with a **one-line caption** that supports your central claim ("Here I show..."). The title should be no longer than a Tweet and indicate the subject domain, the method, and ideally a criterium of awesomeness. The abstract should be no more than 500 words long. Include at least one sentence for each of the following aspects:

- a statement regarding the current general situation related to your project;
- a statement specifying an existing issue or gap that your project will fill;
- a statement how you address the specific issue ("Here I show...");
- a statement outlining the concrete results;
- a statement how your results will change the general situation.

Don't underestimate this assignment based on the brevity of the final text. Formulating your success strategy and summarizing your results is an act of poetry. For the figure: Consider depicting the artwork if you are an artist, the storyboard if your project tells a story, or visual evidence if your project presents the results of research, etc. **Submit your abstract as a single-page PDF (format details see the schedule above).**

Assignment a3: Midterm portfolio

At midterm, I will grade a maximally 2-page PDF that summarizes your project progress, in conjunction with additional *supplementary material* that provides evidence for all the work you have done so far. **Submit your summary and supplementary material in a single ZIP (format details see the schedule above).**

Assignment a6: Capstone portfolio

Your final capstone project can be a **research paper or creative work**. In both cases I will grade a maximally 10-page PDF that either contains or documents the results of your work. Feel free to add *supplementary material*, such as a movie file, computer code, links to online material, etc. To submit supplementary material, pack them in a single ZIP file. If the project is digital in nature, I encourage you to wrap up your project in a *project archive folder*, which you can include in the zip. **Submit your capstone as a single ZIP (format details see schedule above).**

Assignment a7: Final presentation at Capstone celebration

Course-specific policies

Assignment submission:

To hand in any assignment, upload the respective file to our UTD Box upload folder no later than midnight on the due date. Please follow the submission guidelines in the footnotes on the schedule page of this syllabus. Please be aware that you will lose credit, if you don't follow the file-name convention for submission.

Grading Criteria:

All work should conform to professional and ethical standards, so "proofread" and edit work that you submit in this class for clarity, mechanics, and style issues. This applies to graphics/visuals or any other chosen genre of expression, much like text. Professionalism also means that you use appropriate source citations wherever and whenever necessary. You should not submit any work for this course that you developed for another course without written permission from the instructor(s) of both courses. While you may explore topics across courses, the work you submit for this course should be substantially different from the work that you submit in any other course. All individual grades are scored out of 100 points. Because the grades are weighted, a simple average will not determine your grade.

Relative Shares Contributing to Your Grade:

30% Participation & Attendance + 20% Project presentation + 50% Final project = TOTAL 100%

Grade Rubric for Assignments:

To make a C or less, simply do not follow the assignment instructions, refuse to collaborate in groupwork, disregard filename and file format conventions, and/or turn your project in after the deadline. To make a B, follow the assignment instructions, avoid "spelling and grammar errors" in writing and graphics, follow filename and file format conventions, turn it in on time, and include academic references where necessary. To make an A, aim for excellence in terms of presentation and content, including references and graphical layout.

Participation & Attendance:

More than just attendance, this grade reflects how you share your ideas, participate in classwork, engage your classmates, and behave with respect toward them. Your comments and insights contribute to the class' success, so you must attend class prepared to discuss material as a public, interactive process. Everyone benefits when you engage alternative perspectives, challenge interpretations, and invite constructive arguments as long as you do so respectfully.

This grade explicitly includes civility and professionalism in all course communication and behavior, such as contributing to conversations, respecting others' opinions, working together in a spirit of cooperation, and actively listening to those who are speaking. Some of the ways you can demonstrate your skills in this area include (but certainly are not limited to): Keeping the class in the foreground of your attention; Showing respect to your peers and to the instructor in your listening and communicating behaviors; Participating actively in class rather than simply waiting to be called on; Adding value with your contributions to discussion, such as connecting disparate ideas, bringing topical information to the table, and asking insightful questions; Taking responsibility for the consequences of your choices and actions; Demonstrating a strong work ethic by engaging all ungraded work (such as completing assigned readings, minor homework, and in-class exercises) with a mindfulness and timeliness to reflect a professional approach to the class.

Late Work:

If a personal situation arises during the semester that may affect your classroom performance, please talk to me sooner rather than later. In other words, be proactive. If you wait until the end of the semester, I cannot help you. I can work with you more easily if you speak to me when the situation arises. I can't help you if I don't know you need help. You can have make-up privileges for university-specified circumstances, including religious holy days and university-sponsored activities. If you must miss class or deadlines for such reasons, you must make arrangements with me in advance.

Digital Devices:

You may use laptops, tablets, cell phones, and other digital devices so long as you use them responsibly and respectfully and particularly if you use them to enhance the class-experience. If your digital device disturbs other students or interferes with your ability to participate meaningfully in class activities, you may be asked to remove the distraction and/or leave class, thus losing credit for any of the day's activities. Please silence device notification settings before class begins and refrain from accepting calls in class. However, if I see you are texting or emailing with a friend, watching a movie, or playing video poker, I will not be happy and may ask you to leave from that day's class.