

**UNIVERSITY OF NORTH TEXAS**  
**MEET 4920 Cooperative Education**  
**1-3 Credit hours**

**Instructor:** Dr. Mark Wasikowski

**Office Hours:** DP F101L; Office Hours: zoom, by appointment

**Email Address:** [mark.wasikowski@unt.edu](mailto:mark.wasikowski@unt.edu) (DO NOT use CANVAS email)

**Lecture:**

**MEET 4920 Course Description:** A supervised industrial internship requiring a minimum of 150 hours of work per experience.

**Prerequisites: Consent of department**

**Required Text:** none

**GRADING RUBRIC:** standard 90/80/70/60 scale. No curve. Perceived effort is not considered.

<i>Assessment Items</i>	<i>% Of Final Grade</i>
<i>Final Report</i>	<i>100%</i>
<i>Total</i>	<i>100%</i>

1. Students complete 150 work hours / credit hours
2. The course follows all UNT policies.
3. The instructor reserves the right to make administrative changes to the syllabus.

Final report Content and format

1. Create an MS Word document (1.5 line spacing, Times New Roman 12 pt font, normal margins).
2. Start with a title page with your name, Company name & address, and supervisor name & phone.
3. Describe the company and its products. (1 paragraph)
4. Describe your title, role, and work responsibilities. (2 paragraphs)
5. List how many hours you worked each week, and the total hours (1 table)
6. Describe the work you performed each week. (> 3 pages)
7. Describe how the lessons you learned relate to the Mechanical Engineering Technology (MEET) degree plan. (> 4 pages)
8. Summary (1 paragraph)