DSA 5900 PROFESSIONAL PRACTICE

Catalog Description:
This course focuses on real-world application of the skills taught in DSA core courses. This course allows a student to earn credit toward the degree requirements by completing an intense practicum experience. (Fall, Spring, Summer)

Credit Hours: 1-4 hours, may be repeated not to exceed 4 total hours
Textbook: None required

Faculty Coordinator: Dr. Randa Shehab
Faculty Advisor: Faculty member approved by the Faculty Coordinator

Office Hours: Summer office hours are by appointment. Email Nicola Manos at nicola@ou.edu or Dr. Shehab directly at rlshehab@ou.edu for an appointment.

Prerequisites: Completed enrollment in DSA 5103, DSA 5113, DSA 4413, DSA 5005 and DSA 4513. Graduate standing and approval from the Faculty Coordinator.

Course Management: Canvas course management system will be used for all course materials and for submissions of all assignments canvas.ou.edu.

Eligibility:
The student must identify a practicum sponsor and secure a practicum topic. The student is encouraged to consult with the faculty coordinator and the practicum sponsor prior to preparing a practicum proposal. The student should submit the proposal to the course Canvas site no later than the first week of the semester of practicum enrollment. The faculty coordinator will evaluate the proposal to determine if this practicum meets the requirements for credit. The proposal should identify the practicum sponsor, the objectives and plan for practicum, and the deliverables as agreed upon by the practicum sponsor and the faculty coordinator.

To meet the practicum requirements, the set of activities that the student expects to complete during the practicum must contain high-level Data Science and Analytics work, such that the sum of the experiences for the practicum is equivalent to what a student would learn in an equivalently credited, graduate-level course.

In addition, the practicum sponsor overseeing the practicum must agree in writing to prepare two evaluations/progress reports over the course of the experience. The reports can be in the form of an email or letter. The student must provide the DSA office updates on their progress via email each month.

The proposal is viewed as a contractually obligated statement of work for the practicum project. It may not be changed without the approval of the faculty coordinator.

Course Description:
As a part of the course requirements, the student must complete the following:

1. Proposal: The proposal must be submitted to the DSA office no later than the end of the first week of the semester of enrollment. It must be typewritten and follow the proposal guidelines.
2. **Final Report**: The report must be submitted in Canvas 48 hours prior to the presentation. This report will typically be 15-25 pages long and must be typewritten. Review the Final Report Guidelines before preparing your report. The typewritten report must contain the same sections as the proposal, but with updated and expanded information as appropriate to describing the outcomes.

3. **Oral Presentation**: A formal oral presentation highlighting the objectives, plan, deliverables, and results as described in the written report. This presentation should be 15 minutes for the 1-hour practicum taken by thesis students, and 25 minutes for the 4-hour practicum taken by non-thesis students.

**Grading:**

This course is graded on a Satisfactory/Unsatisfactory (S/U) basis. To earn a grade of “S”, all criteria in the following table must be met satisfactorily.

<table>
<thead>
<tr>
<th>Assessment items</th>
<th>Criteria</th>
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<tbody>
<tr>
<td>Proposal</td>
<td>Proposal is grammatically correct, includes all required sections, and clearly identifies practicum work tasks and relevance to the degree curriculum.</td>
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<tr>
<td>Supervisor’s Report</td>
<td>Lists dates worked, describes project(s) and student’s responsibilities, and evaluates student’s performance.</td>
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<tr>
<td>Technical Performance</td>
<td>Project(s) is/are completed as assigned using good data science and analytical principles.</td>
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<tr>
<td>Final Report</td>
<td>Report is well organized, clearly written, contains no typographical or grammatical errors, and includes all required sections.</td>
</tr>
<tr>
<td>Oral Presentation</td>
<td>Presentation is delivered professionally and effectively student responds to committee’s questions.</td>
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**Academic Integrity Expectations:**

The Student’s Guide to Academic Integrity defines academic misconduct as “any act that improperly affects the evaluation of a student’s academic performance or achievement,” including cheating on exams, improper collaboration on assignments, and plagiarism (https://www.ou.edu/integrity/students).

The most common violation at the University is plagiarism. Plagiarism is “an act or instance of using or closely imitating the language and thoughts of another author without authorization and the representation of that author’s work as one's own” (https://www.dictionary.com/browse/plagiarism). Plagiarism includes using someone else’s written ideas or thoughts, as in published literature, as well as using someone else’s code and solutions that may be published on the internet.
For DSA 5900, you may write your programs from scratch, you may start from code that you have previously written, or you may start from programs for which the source code is freely available on the web. It is not acceptable to use code generated by other students or peers. If you do not start from scratch (even if it is your prior work), you must give a complete and accurate accounting of where all of your code came from and indicate which parts are original, which are changed, and which you got from which other source. Failure to give credit where credit is due constitutes plagiarism.

When completing assignments in this class, please keep the following in mind:

- Solutions should not be copied from internet sources, including cheat sites and paid professional programmers.
- Do not show, give, or email another student a copy of your work before the submission deadline.
- The penalties for permitting your work to be copied are usually the same as the penalties for copying someone else’s work, since it is not possible to distinguish the person who copied from the person who allowed their work to be copied.

All academic misconduct will be reported to the Campus Judicial Coordinator. The procedure to be followed is documented in the University of Oklahoma Academic Misconduct Code (http://integrity.ou.edu/summary_of_the_process.html). In the unlikely event that I elect to admonish the student, the appeals process is described in http://www.ou.edu/provost/integrity-rights/

**Reasonable Accommodation Policy:**

“The University of Oklahoma is committed to providing reasonable accommodation for all students with disabilities. Students with disabilities who require accommodations in this course are requested to speak with the professor as early in the semester as possible. Students with disabilities must be registered with the Office of Disability Services prior to receiving accommodations in this course. The Office of Disability Services is located in Goddard Health Center, Suite 166, phone 405/325-3852 or TDD only 405/325-4173.”

**Adjustments for Pregnancy/Childbirth Related Issues:**

Should you need modifications or adjustments to your course requirements because of documented pregnancy-related or childbirth-related issues, please contact me as soon as possible to discuss. Generally, modifications will be made where medically necessary and similar in scope to accommodations based on temporary disability. Please see www.ou.edu/content/eoo/faqs/pregnancy-faqs.html for commonly asked questions.

**Title IX Resources:**

For any concerns regarding gender-based discrimination, sexual harassment, sexual misconduct, stalking, or intimate partner violence, the University offers a variety of resources, including advocates on-call 24.7, counseling services, mutual no contact orders, scheduling adjustments and disciplinary sanctions against the perpetrator. Please contact the Sexual Misconduct Office 405-325-2215 (8-5, M-F) or OU Advocates 405-615-0013 (24.7) to learn more or to report an incident.