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### ELEC 592B – Professional Career Development

#### (Master of Engineering in Telecommunications and Information Security Program)

Term – Summer 2017 (201705)

#### Instructor

John Fagan, CCDP  
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#### Office Hours

<https://learninginmotion.uvic.ca/home.htm>  
(Appointments/Career)  
Location: ECS-210

#### Instructor

Kin Fun Li, PEng  
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#### Office Hours: by email Appointment

Location: EOW-409

#### Course Objectives

Students will learn how to:

- Apply career management to leverage their engineering education into career success upon graduation.
- Strategize for future career success by learning how to set realistic goals and plan/undertake the required professional development in order to attain those goals.
- Gain an awareness of the labour market conditions (both locally and internationally) in order to successfully contribute to the telecommunications/information security field.
- Apply the fundamentals of project management including risk management, time management.

#### Learning Outcomes

Students will be able to:

- Understand the importance of labour market awareness in strategizing for career success (domestic & international) in today's global market.
- Analyze sector, industry, and occupational information for the purpose of planning for future professional development.
- Strategize a successful transition from their academic achievements into an Engineer-In-Training (EIT) role and ultimately their Professional Engineer (PEng) career.
- Utilize their professional association (e.g., APEGBC in British Columbia) to build a professional network, a professional reputation, and plan ongoing professional development.
- Communicate professionally and effectively via verbal presentations and written technical reports.

## Syllabus

Business Communications, Career Management, Conflict Resolution, Critical Thinking, Engineering Laws, Entrepreneurship, Ethics in Action, Lifelong Learning, Marketing and Sales, Professional Communications, Professional Development

A-Section(s): A01 / CRN 30382  
Days: Thursdays  
Time: 16:00 – 16:50  
Location: ECS-130

### Required/Optional Readings/Text/References:

A number of academic papers, articles, books, and web resources will be read to inform your contribution to the weekly discussions on the topics in this course – these will be provided through CourseSpaces or in class.

### Assessment: (The course final grade is the average of the ELEC 592 Fall 2016 and Summer 2017 sessions)

|   |     |                               |
|---|-----|-------------------------------|
| Reflective Questions (Individuals: 5 X 2%)          | 10% | Due: Bi-Weekly                |
| Research Presentation (Teams of 5: 1 X 20%)         | 20% | Date: June 1/8/15/22/29, 2017 |
| Capstone Project Final Report (Teams of 5: 1 X 35%) | 35% | Due: July 6, 2017             |
| Capstone Project Presentation (Teams of 5: 1 X 20%) | 20% | Date: July 6, 2017            |
| ePortfolio (Individuals: 1 X 15%)                   | 15% | Due: July 27, 2017            |

**Note:** Failure to complete all course requirements will result in a grade of N being awarded for the course.

The final grade obtained from the above marking scheme for the purpose of GPA calculation will be based on the percentage-to-grade point conversion table as listed in the current Graduate Calendar.

<http://web.uvic.ca/calendar2017-05/grad/academic-regulations/grading.html>

### Reflective Questions:

Reflecting on your experiences takes time, but from a learning perspective, it can help you think about where you've been and where you want to go. Reflection can help you assess situations, make better decisions, and gain a deeper understanding of the consequences of your actions. The **bi-weekly reflective questions** will ask you to reflect on the learning you have experienced and explain briefly how you will integrate this into your existing knowledge base. Questions will be posted on <http://coursespaces.uvic.ca> and answers will be submitted online.

### Research Presentation:

Teams of five members will explore/research a non-technical topic, e.g., mediation versus arbitration, introduce relevant materials and present the findings in class (20 minutes with all members participating). A general discussion will follow after the team's presentation.

### Capstone Project Presentation:

Teams will give a 20-minute PowerPoint presentation on your capstone project, the SWIFT Challenge submission, including planning, specification, execution, results, lessons learned etc.

**ePortfolio:**

While you created an portfolio in the first semester, you now have a better understanding of the professional you are becoming. This assignment requires that you make your portfolio more professional and record the changes, additions, improvements you have made.

**Capstone Project Final Report:**

A properly formatted team report based on your capstone project, the SWIFT Challenge submission, including planning, specification, execution, results, lessons learned etc.

**Note to Students:** Students who have issues with the conduct of the course should discuss them with the instructor first. If these discussions do not resolve the issue, then students should feel free to contact the Chair of the Department by email or the Chair's Secretary to set up an appointment.

**Accommodation of Religious Observance:** <http://web.uvic.ca/calendar2017-05/general/policies.html>

**Policy on Inclusivity and Diversity:** <http://web.uvic.ca/calendar2017-05/general/policies.html>

**Standards of Professional Behaviour:** You are advised to read the Faculty of Engineering document Standards for Professional Behaviour, which contains important information regarding conduct in courses, labs, and in the general use of facilities.

<http://www.uvic.ca/engineering/assets/docs/professional-behaviour.pdf>

Cheating, plagiarism and other forms of academic fraud are taken very seriously by both the University and the Department. You should consult the entry in the current Graduate Calendar for the UVic policy on academic integrity.

<http://web.uvic.ca/calendar2017-05/grad/academic-regulations/academic-integrity.html#>

**Equality:** This course aims to provide equal opportunities and access for all students to enjoy the benefits and privileges of the class and its curriculum and to meet the syllabus requirements. Reasonable and appropriate accommodation will be made available to students with documented disabilities (physical, mental, learning) in order to give them the opportunity to successfully meet the essential requirements of the course. The accommodation will not alter academic standards or learning outcomes, although the student may be allowed to demonstrate knowledge and skills in a different way. It is not necessary for you to reveal your disability and/or confidential medical information to the course instructor. If you believe that you may require accommodation, the course instructor can provide you with information about confidential resources on campus that can assist you in arranging for appropriate accommodation. Alternatively, you may want to contact the Resource Centre for Students with a Disability located in the Campus Services Building. The University of Victoria is committed to promoting, providing, and protecting a positive, and supportive and safe learning and working environment for all its members.

**Course Lecture Notes**

Unless otherwise noted, all course materials supplied to students in this course have been prepared by the instructor and are intended for use in this course only. These materials are NOT to be re-circulated digitally, whether by email or by uploading or copying to websites, or to others not enrolled in this course. Violation of this policy may in some cases constitute a breach of academic integrity as defined in the UVic Calendar.