Spring 2019
ENT 4499, CULMINATION PROJECT (D278) (36037)
1 class hour, a minimum of 5 independent study hours per week, 2 credits

Prerequisites:
8 Credits of ENT 3320 (4 courses), ENT 4430 and (an ENT 4000 level course
or MTEC 4800 or MTEC 4801) and Departmental Permission

Formal Class Meeting Time: 4:00 pm – 5:15pm, Thursday for ten weeks.
Independent Study Hours: Minimum 5 hours weekly on student's own
schedule. **Class Room:** V-103A

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Office Hours: by appointment

Course Description:
This course serves as the senior thesis project. The student will utilize his/her skills in a new and
innovative way to develop a project that relates to or has an impact on the entertainment industry.
Projects may be developed through courses in the entertainment technology and/or emerging media
technology programs. All projects must be approved by the advisor and should demonstrate
management, technical design and presentation skills. Documentation of planning, design and
realization will be presented to a committee of instructors, both in entertainment technology and
related disciplines, as well as to industry professionals; all are to be selected by the students and
approved by the advisor. Though students will enroll in the course during their senior year,
development of the project should begin during the second semester of the junior year.

Grades:
*Each culmination project will be evaluated by the ENT faculty based on the proposal, documentation of
the progress throughout the semester, quality of final product, and final poster and oral presentations
with visuals.*

Students who are not able to provide a completed set of written documents, a poster, and an oral
presentation of their project at the end of the semester will fail the course. Sometimes the scope of
the project will preclude completion within the timeframe of the semester: in these cases it is possible

to receive an incomplete grade. Students are responsible for providing persuasive reasons that are reflected in the project planning documents and receive **explicit prior written approval** from the project advisor in order to qualify for this.

Course Expectations:

The course serves as your senior thesis project. The student will either:

Act in a principal supervisory role in a production as a designer or technical manager.

Propose, design and build a specialized piece of show equipment.

Develop a project that utilizes his/her skills in a new and innovative way that relates to or impacts on the entertainment and/or emerging media industries.

All projects will have two advisers; one will be the culmination professor the other must a faculty member or a professional in the area of the project who will serve as the technical adviser.

All projects must be approved by the adviser and should demonstrate management, technical design and presentation skills. Documentation of planning, design and realization will be presented to a committee of instructors, both in entertainment technology and related disciplines, as well as industry professionals (when available); all are to be selected by the student and approved by the adviser. Though students will enroll in the course during their senior year, development of the project should begin during the second semester of the junior year.

Each student enrolled in the course will

- Read and sign the project agreement.
- Meet with their project advisor at least three times during the semester to discuss the project. The project advisor will sign and date the meeting log for each of these sessions.
- Keep a weekly log on Blackboard or OpenLab noting their progress.

LABORATORIES: 5 hours weekly

Because this is an individual senior practical or theoretical project that is required for graduation, hands-on experience and experimentation will take place throughout the project; therefore, the laboratory experience is an ongoing one to be constantly monitored by the adviser and college lab technicians. Every effort will be made to see that shop space, tools and equipment are available so that the student has every opportunity to perform to the best of their ability.

PROJECT PRESENTATIONS

You will present your project several times over the course of the semester informally to your classmates. At the end of the semester, you will present a completed project to a faculty jury and present your results to the department at large during the poster session. Some students will be invited to present their whole presentation to the department at large.

Learning Outcomes

After taking this class, the student will be able to...	This will be demonstrated by...
Clearly state in a proposal the scope of a project to be executed	Creating a proposal
Complete a full set of specifications that will be used to complete a project.	Creating specifications
Develop a working budget of materials and supplies for a project	Generating a budget document
Develop a calendar that charts milestone and final deadlines, considers the process of construction and payment schedules, and reasonably predicts the phases of work and target completion	Creating appropriate calendar(s)
Complete a proposed project in the allotted time.	Presenting the project outcomes in written and oral form at the end of the project timeframe.

Gen Ed Learning Outcomes

After taking this class, the student will be able to...	This will be demonstrated by...
Follow an idea from conceptualization to realization	Class seminar meetings, meetings with advisors, submission of deliverables
Generate appropriate and necessary technical documents	Generating the documents
Present a fully realized project to a group of peers in a clear and thoughtful manner.	Oral presentation and poster session

Required Texts and Materials
Students will develop a reading list that reflects the specific needs of the project. It is assumed that all textbooks previously assigned will be used for reference throughout the period of the project. This list will be included as a bibliography with their final binder submission.

Note: If we determine to use OpenLab instead of Blackboard, your weekly progress report should be written in your portfolio.

Event Attendance Policy (Departmental Policy)
If you are going to work in our Industry, it is as important to be an educated and engaged audience member as it is to have a clear understanding of what happens behind the scenes. Also, when your peers and/or faculty are working hard on an event for the department, they should be rewarded with your strong support and encouragement, even though you may have had nothing to do with that project. There is nothing worse, after working a "zillion" hours, to have a small audience.
Therefore, as part of completion of this course you will be REQUIRED to attend at least one of the department's events. Please come and show your support as often as you can!

Class Schedule: ENT4499 – Culmination Project

Week #	Date	Day	Topic	Assignment
1	01/31	Thurs	Preliminary Proposals Presented in Seminar	Refine and Review Proposals
2	02/07	Thurs	Introduction to Open Lab and learning portfolios	Final proposal doc due Faculty mentor document due
	02/12		NO CLASS – COLLEGE CLOSED	
3	02/14	Thurs	Paperwork, plans, calendar, and budget	Create Open Lab portfolio Signed **Meeting Slip 1** due
4	02/21	Thurs	How to: Final Presentation	Post Budget and calendar to OpenLab
5	02/28	Thurs	How to: Poster Session (1/3rd of semester complete!)	
6	03/07	Thurs	Working as a team: Giving and receiving feedback	Submit "availability" form for scheduling individual presentations (indicate which classroom is needed)
7	03/14	Thurs	Poster Critique	Poster rough draft Signed **Meeting Slip 2** due
8	03/21	Thurs	Open Lab Critique	
9	03/28	Thurs	Practice Poster session (2/3rd of semester complete!)	Technology needs for faculty presentation Final Presentation Availability Form
10	04/04	Thurs	Presentation Practice	Open Lab Rough Draft *Class meetings end*
11	04/11	Thurs	Ind. Tech Adviser Meetings	Schedule final meeting with your tech adviser.
12	4/17-18	Wed - Thurs	Ind. Tech Adviser Meetings	Schedule extra meeting with tech advisor if needed.

Spring Recess: Friday, 19 – Sunday 28, April, 2019

13	04/30	Tues	Ind. Tech Adviser Meetings	Signed **Meeting Slip 3** due
14 - 15	05/06 - 14	**Mon - Tue**	Individual Presentations (no class meetings)	Present individually to professor, tech. adviser and invited quests (if you choose). Open Lab site complete
Final Exam Week	05/16	**Thurs**	Poster Session at the theatre (1 – 2 pm)	
	05/21	**Tue**	Selected Presentations (2:30 pm – 4:00 pm)	

Academic Integrity Policy (College Policy)
Students and all others who work with information, ideas, texts, images, music, inventions, and other intellectual property owe their audience and sources accuracy and honesty in using, crediting, and citing sources. As a community of intellectual and professional workers, the College recognizes its responsibility for providing instruction in information literacy and academic integrity, offering models of good practice, and responding vigilantly and appropriately to infractions of academic integrity. Accordingly, academic dishonesty is prohibited in The City University of New York and at New York City College of Technology and is punishable by penalties, including failing grades, suspension, and expulsion. The complete text of the College policy on Academic Integrity may be found in the catalog.