COURSE OUTLINE		
TERM: Spring 2027	**COURSE NO: IXD 207**	
INSTRUCTOR:	**COURSE TITLE: Career Planning & Graduation Showcase**	
OFFICE: LOCAL: **E-MAIL:** @capilanou.ca	**SECTION NO(S):**	**CREDITS: 3**
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University respectfully acknowledges that our campuses are located on the unceded territories of the səlilwətaɬ (Tsleil-Waututh), Sḵwx̱wú7mesh (Squamish) and xʷməθkʷəy̓əm (Musqueam) Nations.

COURSE FORMAT
Three hours of class time, plus an additional hour delivered through online or other activities, twice a week for a 6-week semester. May be offered in an online or mixed-mode format. Students are expected to attend the graduation exhibition, scheduled in week 15 of the semester.

COURSE PREREQUISITES
24 IXD credits

CALENDAR DESCRIPTION
This course prepares learners to transition from student to working professional in the interaction design industry. Students will develop a digital portfolio, résumé, and skills to secure employment after graduation. Students will reflect on who they are as designers, from their strengths, values, and interests through to equity-centred design, SWOT analysis, and values mapping. They will also develop a digital portfolio including case studies, build an online presence, and prepare materials for the graduate exhibition. The course concludes with a final portfolio and career-pathway presentation, followed by a career-launch event at the industry-focused graduation exhibition.

COURSE NOTE
IXD 207 is an approved Experiential course for Cap Core requirements.

REQUIRED TEXTS AND/OR RESOURCES
Details on recommended texts and readings, if any, will be supplied by the instructor.

COURSE STUDENT LEARNING OUTCOMES
On successful completion of this course, students will be able to do the following:

- Articulate their identity as a designer using equity-centred design frameworks and self-assessment tools.

- Develop a digital portfolio with case studies that communicate design rationale, process, and outcomes.
- Establish a professional online presence aligned with career goals.
- Communicate design work effectively to peers, faculty, and industry audiences in writing, conversation, and presentation.
- Evaluate pathways into industry, such as freelancing, internships, and employment, in relation to personal career goals.
- Reflect on their professional development and identify next steps after graduation.
- Work collaboratively with peers to produce a group graduation exhibition.
- Participate in the set-up, attendance and deinstallation of a group exhibition.
- Produce self-promotional materials and event marketing materials.

Students who complete this Experiential course will be able to do the following:

- Critically reflect on their progress and development in the context of the course and assess the utility of the acquired knowledge, skills, and values in the learner's personal, academic, or professional trajectory.
- Apply the skills and knowledge of a given discipline or professional context, including working collaboratively in both leadership and team roles.

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COURSE CONTENT

Students should expect to spend at least 8 hours/per week on course readings, in-class learning activities, collaborative projects, and assignments. This time commitment includes scheduled class time.

Week	Topic
1	Course and Graduation exhibition Introduction
2	Equity-centred design: Who am I as a designer?
3	Portfolio development: assessment of current work, case study development, career alignment
4	Online self-promotion and online presence for interaction designers
5	Graduation exhibition production
6	Final Presentation of portfolio and career planning

Note: Students are expected to attend the graduation exhibition event, which is scheduled in week 15 of the semester.

EVALUATION PROFILE

This course consists of several assignments. No one assignment will be valued at more than 35% of the final grade.

Assessment	% of Final Grade
Participation & Professionalism	10%
Assignments	50%-90%
Quizzes/Midterm	0%-40%
Total	100%

Participation & Professionalism

Refer to the IDEA School of Design Academic Performance policy.

Students will be evaluated on their active participation and engagement, accounting for up to 10% of the course grade. The instructor will determine the evaluation criteria for participation, and it cannot be solely based on attendance.

Participation and professionalism can be demonstrated during both synchronous (live) and asynchronous (self-paced) classes through clear verbal and written communication, peer support, giving and receiving constructive critique, sharing work-in-progress, reflection, and an ongoing curiosity about the subject matter.

GRADING PROFILE

A+ = 90-100	B+ = 77-79	C+ = 67-69	D = 50-59
A = 85-89	B = 73-76	C = 63-66	F = 0-49
A- = 80-84	B- = 70-72	C- = 60-62	

Incomplete Grades

Grades of Incomplete "I" are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the student, who is responsible to determine from the instructor the outstanding requirements of the course.

Late Assignments

Refer to the IDEA School of Design Academic Performance policy.

All late assignments will receive a penalty of a 20% deduction for each period of 1 to 7 days that an assignment is late.

Missed Exams/Quizzes/Labs etc.
Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed labs or other activities may not be able to be accommodated. Please consult with your instructor. Accommodations can be made to honour community needs and traditional practices.

Attendance
Refer to the IDEA School of Design Academic Performance policy.

Students are expected to attend all classes and associated activities. Students who are absent for more than three classes without permission from the instructor may fail the course. At the instructor's discretion, students may be marked absent for arriving more than 15 minutes late, leaving class early without permission, or turning webcams off for extended periods.

Students are responsible for:

- Informing the instructor and division assistant in writing if a class will be missed.
- Maintaining assignment due dates.
- Obtaining any missed class materials from their peers. It is not the instructor's responsibility to provide students with instruction that was missed during class time.

English Usage
Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

Electronic Devices
Refer to the IDEA School of Design Student Code of Conduct.

Students may use electronic devices during class for course-related purposes only, unless they have a documented accommodation requirement from Accessibility Services. Use of the internet, social media or e-mail during class is limited to program-related work.

On-line Communication
Outside of the classroom, instructors will communicate with students using either their official Capilano University email or MS Teams; please check both regularly. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only. Students and instructors are encouraged to respond to online communications within 2 business days.

UNIVERSITY OPERATIONAL DETAILS

Tools for Success
Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: https://www.capilanou.ca/student-services/

Capilano University Security: download the CapU Safe Alert App

Policy Statement (S2009-06)
Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)
Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information:
https://www.capilanou.ca/about-capu/governance/policies/

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:

- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:

- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

> Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence Policy and B.401.1 Sexual Violence Procedure (found on Policy page https://www.capilanou.ca/about-capu/governance/policies/)

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.

DEPARTMENT OR PROGRAM OPERATIONAL DETAILS

Department policies are provided to all students at the start of the term and are available at all times on the online department resource hub. Students can also request a policy by emailing idea@capilanou.ca.

Refer to the following IDEA School of Design policies:

- Academic Performance Policy
- Student Code of Conduct
- Plagiarism Policy
- AI Policy