

COLA 100E Major/Career Interview Assignment

Due dates:

- Draft interview questions – September 30, 2014
- Transcript of interviews – October 15, 2014
- Report - November 17, 2014

Purpose: The purpose of this assignment is to help you make an informed decision about the major/career you are considering.

Skills: The purpose of this assignment is to help you practice the following skills that are essential to your success in school and your professional life beyond school. In this assignment you will:

- Access and collect needed information from appropriate primary and secondary sources.
- Synthesize information to develop informed views.
- Compose a well-organized, clear, concise, report to expand your knowledge on a subject in your major.

Knowledge: This assignment will also help you to become familiar with the following important content knowledge in this discipline:

- Issues facing professionals in a field
- Scholarly research formats for documenting in-text sources and creating reference pages (i.e., bibliographies).

Task: To complete this assignment you should:

1. Select two professionals in your prospective academic discipline and/or career field that are considered experts in an area in which you are interested.
2. Secure an interview with the professionals for a date and time that is convenient for both of you.
3. Prepare 8-10 questions to ask the professionals about their expertise in a particular academic discipline/career field. The questions must be based on a review of the field using 5 credible sources as defined by the librarian in our research module. Sources should be cited using APA formatting.
4. Conduct a 20 – 30 minute, face-to-face interview with each professional to gather knowledge that will help you make an informed decision about the major/career you are considering. You will want to audio/video record the interview with the interviewee's permission.
5. Prepare a typed transcript of the interviews
6. Compare and contrast the information provided by both professionals in an **8 page (1.5 spaced, 12 point Times New Roman font, 1 inch margins) report** that documents the advantages and disadvantages of a career in the selected field.

Criteria for Success: The following criteria will be used to assess this assignment:

- Draft of interview questions submitted on time with sources cited according to APA formatting guidelines
- Transcript of interviews submitted on time
- Report submitted on time
- Additional criteria are included in the table below

Criteria	Inadequate	Average	Above Average	Exemplary
Organization	0 Points Writing lacks logical organization. It shows some coherence but ideas lack unity. Serious errors.	1 Points Writing is coherent and logically organized. Some points remain misplaced and stray from the topic. Transitions evident but not used throughout essay.	3 Points Writing is coherent and logically organized with transitions used between ideas and paragraphs to create coherence. Overall unity of ideas is present.	5 Points Writing shows high degree of attention to logic and reasoning of points. Unity clearly leads the reader to the conclusion and stirs thought regarding the topic.
Level of Content	0 Points Shows some thinking and reasoning but most ideas are undeveloped and unoriginal.	1 Points Content indicates thinking and reasoning applied with original thought on a few ideas.	3 Points Content indicates original thinking and develops ideas with sufficient and firm evidence.	5 Points Content indicates synthesis of ideas, indepth analysis and evidences original thought and support for the topic.
Grammar & Mechanics	0 Points Spelling, punctuation, and grammatical errors create distraction, making reading difficult; fragments, comma splices, run-ons evident. Errors are frequent.	1 Points Most spelling, punctuation, and grammar correct allowing reader to progress though essay. Some errors remain.	3 Points Essay has few spelling, punctuation, and grammatical errors allowing reader to follow ideas clearly. Very few fragments or run-ons.	5 Points Essay is free of distracting spelling, punctuation, and grammatical errors; absent of fragments, comma splices, and run-ons.
Style	0 Points Mostly in elementary form with little or no variety in sentence structure, diction, rhetorical devices or emphasis.	1 Points Approaches college level usage of some variety in sentence patterns, diction, and rhetorical devices.	3 Points Attains college level style; tone is appropriate and rhetorical devices used to enhance content; sentence variety used effectively.	5 Points Shows outstanding style going beyond usual college level; rhetorical devices and tone used effectively; creative use of sentence structure and coordination
Format	0 Points Fails to follow format and assignment requirements; incorrect margins, spacing and indentation; neatness of essay needs attention.	1 Points Meets format and assignment requirements; generally correct margins, spacing, and indentations; essay is neat but may have some assembly errors.	3 Points Meets format and assignment requirements; margins, spacing, and indentations are correct; essay is neat and correctly assembled.	5 Points Meets all formal and assignment requirements and evidences attention to detail; all margins, spacing and indentations are correct; essay is neat and correctly assembled with professional look.