



SWIP STEPS

1

Initial Discussion with Mentor

Talk with mentor about your interest in joining the program, your projected outlook on the program along with an initial brief discussion of ideas for a project.

2

Final Discussion with Mentor

Discuss your ideas for a project and how you are planning to execute the following. The mentor will briefly speak to you about what is expected along with the requirements for continuing the process in joining the SWIP program.

3

White Paper and Timeline

Submit a 5-page paper detailing the basis of your project along with your timeline. This will consist of a detailed 10-week timeline of activities projecting the dates you will come to the center along with a distribution of planned tasks over the course of 10 weeks for the successful execution of your project.

4

Acceptance & Further Discussion

Based on steps 1-3 your white paper and timeline will be reviewed and evaluated. Based on these documents there will be a further discussion on your proposed project.

5

Application & Agreement Form

Once you have been reviewed and emailed with an official acceptance letter, you are required to fill out an application form along with an agreement form.

Mapping Your Careers

Center Website: @

<http://www.bcc.cuny.edu/academics/geospatial-center-of-the-cuny-crest-institute/> Twitter: [@BGCCCIGeo](https://twitter.com/BGCCCIGeo)

DELIVERABLES REQUIRED FOR STIPEND

DTR

Once you have started working on your project it is essential that you submit your DTR stating the date and description of tasks each day you work on your research so that your progress is prevalent.



Must be submitted every time you work on your project.

Technical Report

Your technical report will be an in-depth research and analysis of your proposed project.



It is important that you work on your report, and update it as you go along.

DRAFT 1: THIRD WEEK

DRAFT 2: FIFTH WEEK

DRAFT 3: NINTH WEEK

Presentation

Your presentation will be highlighting the proposed research you have worked on. Must be presented in a classroom of students or in a conference * It is important that you work on your presentation template, and update it as you go along.



It is important that you work on your report, and update it as you go along.

SUMMER WORKFORCE INTERNSHIP PROGRAM FOR UNDERGRADUATES

OFFERED ANYTIME IN THE YEAR FOR 10 CONTINUOUS WEEKS



WHERE

Bronx Community College, Geospatial Computing Center, Meister Hall 330

2155 University Ave, Bronx, NY 10453

Monday-Thursday – 9:00am-4:00pm. total of 240hrs.

Applications will be reviewed on a rolling basis so there is no official deadline.

*****Each participant will receive a stipend upon successful completion of tasks and report*****

SWIP HIGHLIGHTS

The goal of the SWIP is to train participants in industry relevant geospatial and STEM research projects. Participants from high schools and colleges will engage in cutting-edge research and be mentored by expert faculty at the BCC Geospatial Center of the CUNY CREST Institute and York College. They will learn research methodologies, data analyses, perform literature review, and write technical reports / peer-reviewed journal articles and present research outcomes at conferences in the New York City region. Wherever possible an industry mentor will be included in the SWIP team. All the twenty SWIP participants will be motivated and provided guidance in applying for internships/jobs.

SWIP PROGRESS TABLE

#	Specific tasks for participants from college (10 weeks)	Deliverables
1	Introduction, Overview, Objectives Literature review, technical report writing	Technical report
2	Study area and Methodology, technical report writing and writing for a peer-reviewed journal	Technical report
3	Data description, technical report writing and writing for a peer-reviewed journal. Data formatting, technical report writing and writing for a peer-reviewed journal	Technical report
4	Data Analyses, technical report writing and writing for a peer-reviewed journal	Technical report
5	Data Analyses, technical report writing and writing for a peer-reviewed journal	Technical report
6	Interpretation of data analyses, technical report writing and writing for a peer-reviewed journal. Mapping the results, technical report writing and writing for a peer-reviewed journal.	Technical report
7	Mapping the results, technical report writing and writing for a peer-reviewed journal. Discussions and limitations of study, technical report writing and writing for a peer-reviewed journal	Technical report
8	Completing the technical report and writing for a peer-reviewed journal. Preparing presentations and writing for a peer-reviewed journal	Technical report
9	Archiving internship announcements and careers	Description of different job skills and duties
10	Submitting internship applications Presenting the results of research with other SWIP participants	Technical report and Presentation, Proof of internship applications

Application Form

SUMMER WORKFORCE INTERNSHIP PROGRAM (SWIP)

1. Print Name _____
LAST FIRST M.I.

2. OSIS # _____

3. Age: _____ Sex: Female Male Race/Ethnicity: _____

4. Name of High School/College:

Address of High School/College:

Grade Level/College Year: _____ GPA: _____

5. Current Home Address:

APT# CITY STATE ZIP CODE

6. Contact Information

() MOBILE EMAIL

7. Emergency Contact

NAME EMAIL ()
PHONE NUMBER

NAME EMAIL ()
PHONE NUMBER

8. Questionnaire (Please answer questions in the form)

How many years of experience do you have in geospatial technology? Give two examples of projects that you were involved in and briefly describe them.

Name a few opportunities that you may be interested to intern in after completion of SWIP.

How do maps help us in our daily lives? Give one example and explain briefly.

Give an example of how you used computers software in a school/college project?

Which careers interest you the most?

Can maps help in managing emergencies? Explain briefly by giving an example.

9. How did you come to know about the workshops?

*If you learned about the workshop from a person please provide their contact details below:

Name/Organization where the person works: _____

Email of Contact: _____

Tel/Cell: _____

Additional Requirements:

1. A copy of unofficial transcripts
2. Two references from professors/supervisors
3. Sample of work done in the past (example: abstracts, poster presentations, research papers, published journals, etc.)

Applications will be reviewed on a rolling basis so there is no official deadline. Please, submit the completed application form (as a scanned attachment) to Dr. Sunil Bhaskaran the director of the program. His email id is Sunil.Bhaskaran@bcc.cuny.edu

Note: Only those applicants who are shortlisted will be contacted. Unless you get a written email confirmation you must not assume you are selected for the workshop

CONTRACT AGREEMENT – Summer Workforce Internship Program (SWIP) for Undergraduates

Brief description of the program:

The summer workshop internship program (SWIP) will provide students an opportunity to engage in research under supervised guidance from a team of faculty who will be assisted by graduate student instructors. They will participate in research projects, present and publish in proceedings of conferences and learn to write journal articles.

Participant Responsibilities:

I will work in a committed and diligent manner to deliver the tasks (given below) that are expected of me in this program. Additionally, I will do the following below:

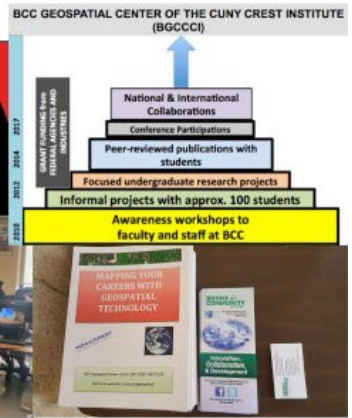
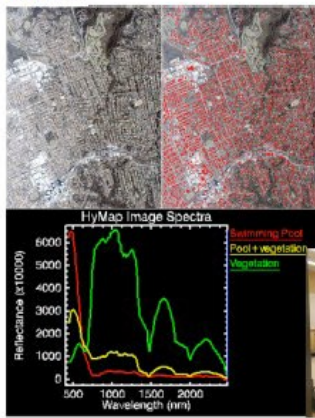
1. Have a clear understanding of the project and if not I will communicate with the assigned mentor and learn about them clearly.
2. Attend all meetings assigned to me in the program
3. Submit all tasks assigned in a timely manner
4. Engage in proactive communication with the mentor
5. Attend all days in the SWIP program at the BGCCCI'S Geospatial Computing Center

I understand that if I do not abide by the above I may not be eligible for the stipend.

Signature

Print your name

Mapping your Careers



INTERNSHIP PROGRAM [SWIP] FOR UNDERGRADUATE PARTICIPANTS (Year-Round rolling basis)

- YEAR ROUND AT THE BCC GEOSPATIAL CENTER OF THE CUNY CREST INSTITUTE
- WORK ON EXCITING GEOSPATIAL RESEARCH PROJECTS UNDER AN EXPERT MENTOR!
- BUILD YOUR SKILLS AND MEET WITH EXPERTS FROM THE INDUSTRY!
- LEARN TO USE GEOSPATIAL SOFTWARE and PROGRAMS AT A STATE OF THE ART CENTER

EARN HANDSOME STIPENDS!