

VIP Proj Team

Vertical Integrated Project: GT Clean Energy Team, V27, 1 Credit

Fall 2026

Instructor Information

Instructor: Dr. Jairo Garcia

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General Course Information

Description

Vertically-Integrated Projects (VIP) Program operates in a research and development context. Undergraduate students that join VIP teams earn academic credit for their participation in design/discovery efforts that assist faculty and graduate students with research and development issues in their areas of expertise.

The teams are:

- *Multidisciplinary* - drawing students from all disciplines on campus;
- *Vertically-integrated* - maintaining a mix of sophomores through PhD students each semester;
- *Long-term* - each undergraduate student may participate in a project for up to three years and each graduate student may participate for the duration of their graduate career.

Course Learning Outcomes

By the end of the course students will have accomplished the following:

- Provide the time and context necessary for students to learn and practice many different professional skills, make substantial contributions to the project, and experience many different roles on a large, multidisciplinary VIP team.
- Support long-term interaction between the graduate and undergraduate students on the team. The graduate students mentor the undergraduates as they work on VIP projects embedded in the graduate students' research.
- Enable the completion of large-scale projects that are of significant benefit to faculty members' research programs.

Grading Policy:

Assignment	Points	Weight Final Grade
Document and records: <ul style="list-style-type: none">• VIP Notebook (not optional); (15 pts)<ul style="list-style-type: none">a. Midterm Evaluation makes up 5 of the 15 points• VIP Website/Course Wiki Page (not optional); (10 pts)	25	25%
Personal accomplishments and contributions to your team's goals (40 points total) <ul style="list-style-type: none">• Final Report; (25 pts)• Final Presentation; (15 pts)	40	40%
Teamwork and interaction (35 points total) <ul style="list-style-type: none">• Peer Evaluations; (10 pts)• On-time attendance in meetings; (10 pts)• Actively contributes to overall team goals and assignments; (10 pts)• Participation in class; (5 pts)	35	35%
Total	100	100%

Description of Graded Components

As part of the assessment of the above, each student is required to:

1. Maintain a VIP notebook. Scans of well-maintained VIP notebooks are available on the VIP website. **Each student must understand that if work is not documented in their VIP notebook, “Then you didn’t do it,”** (i.e. work that is not documented in the notebook will not count toward your grade).
2. Complete the mid-term peer evaluation. This is a web-based form, and links are available on the VIP website. **Failure to complete the peer evaluation will result in a full letter grade deduction. Late submissions are not accepted.**
3. Complete the final peer evaluation, which will be available for one week during the week preceding finals. **Failure to complete the peer evaluation will result in a full letter grade deduction. Late submissions are not accepted.**

Grading Scale

Your final grade will be assigned as a letter grade according to the following scale:

A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	0-59%

Course Policies

Attendance and/or Participation

Attendance and participation are very important as they contribute to the overall learning and enjoyment of the class. Class Attendance includes a physical presence during class and participation. Students are allowed to miss up to three (3) classes but will be grade zero if four (4) or more classes are missed.

Note: Zoom attendance is reserved for emergency cases that must be approved by the instructor before the class.

A prerequisite to participating is showing up. Attendance is taken. Institute-excused absences should be communicated at least 24 hours ahead of time, via email, to the instructor. Commentary and questions that contribute to the in-class discussions and demonstrate thoughtful consideration of assigned readings will make up the second portion of your participation grade.

Final Participation Points = Attendance + Participation

- No absences + Participation = 100 points
- One absence + Participation = 90 points
- Two absences + Participation = 80 points
- Three absences + Participation = 70 points
- Four or more absences = 0 points

Academic Integrity

Georgia Tech aims to cultivate a community based on trust, academic integrity, and honor. Students are expected to act according to the highest ethical standards. Review [Georgia Tech's Honor Code](#) and the student [Code of Conduct](#).

Any student suspected of cheating or plagiarism on a quiz, exam, or assignment will be reported to the Office of Student Integrity, who will investigate the incident and identify the appropriate penalty for violations.

Accommodations for Students with Disabilities

If you are a student with learning needs that require special accommodation, [contact the Office of Disability Services](#) (404-894-2563) as soon as possible to make an appointment to discuss your special needs and to obtain an accommodations letter. Please also e-mail me as soon as possible in order to set up a time to discuss your learning needs.

Student-Faculty Expectations Agreement

At Georgia Tech, we believe that it is important to strive for an atmosphere of mutual respect, acknowledgement, and responsibility between faculty members and the student body. Articulate some basic expectations that you can have of me and that I have of you. In the end, simple respect for knowledge, hard work, and cordial interactions will help build the environment we seek. Therefore, I encourage you to remain committed to the ideals of Georgia Tech while in this class.

Use of Generative AI

If you choose to use **Generative Artificial Intelligence** software (for example ChatGPT, Bard, Microsoft Copilot, etc.) in completing ANY assignments for this class, you must include a proper reference in your work. If you choose to use precise language generated by the software, you must quote it. The reference must include the website and specific prompts used to generate the referenced output. For an example of how to reference, you may want to consult APA.

Extensions, Late Assignments, & Re-Scheduled/Missed Exams

Assignments turned in after the specified due date will incur a grade penalty according to the following schedule:

- Within 24 hours of original due date: 10% deduction off the final grade
- Between 24-48 hours of original due date: 20% deduction off the final grade

- Between 48-72 hours of original due date: 30% deduction off the final grade
- **After 72 hours the grade will be zero for the assignment.**

For team presentations, you will be expected to present on the day assigned to your group and these presentations will not be accepted for partial credit after the date assigned.

Inclement Weather and Digital Learning Days

In case of inclement weather, we will meet via Zoom **in Canvas**.

Student Use of Mobile Devices in the Classroom

Laptops, tablets, e-readers, and other digital devices may be used to take notes, refer to relevant information, and complete in-class assignments. If you are using a digital device for non-course purposes at any time during the semester, you will be asked to refrain from using it for the remainder of the course. No exceptions.

Campus Resources for Students

Undergraduate Student Academic Success Resources:

- Academic Support: Academic Success and Advising (a unit in the Office of Undergraduate Education & Student Success) provides free support for your courses. Students can attend scheduled supplemental review (PLUS) sessions, stop by Drop-In Tutoring, or schedule a one-on-one appointment through Knack. To explore what options work best for you, please visit us online at success.gatech.edu/tutoring, email us at tutoring@gatech.edu, or come see us at Clough Undergraduate Learning Commons, Suite 283.

Graduate Student Academic and Professional Success Resources:

A list of resources for graduate students is given on the [Office of Graduate and Postdoctoral Education](#) website. Specific information for [current graduate students](#) includes

- [Academic Resources](#) such as the Communications Center, Language Institute, Library, Catalog, Registrar, resources for conducting research, Advocacy and Conflict Resolution resources, and how to manage unexpected situations that may impact your academic performance;
- [Student Resources](#) such as Campus Services, Child Care/Family programs, Health & Wellness, Career Services, and the Student Resource Guide; and
- [Professional Development](#) such as the programming from the Career Center and other professional development resources and events”

Student Well-Being:

At Georgia Tech, we are concerned about your overall physical, social, and mental well-being. A [comprehensive list](#) of wellness related resources has been compiled and maintained by the Office of the Vice President for Student Engagement and Well-being ([student-resource-guide \(gatech.edu\)](#))