Course Description:

This course provides reflection and evaluation for a student's experience in professional practice. This is completed both during the internship experience and upon completion. This course will also provide a mechanism for students to debrief with their faculty mentor and discuss the preparation for the internship presentation.

Texts:

There are no required texts for this course.

E-mail:

Students are required to activate their OSU e-mail accounts and provide their e-mail address for instructional purposes.

Attendance Policy:

This course requires an in-person registration appointment as well as check-ins as needed or requested by student.

Late Assignment Policy:

Late assignments will be accepted within 2 weeks of due date. Assignments submitted beyond 2 weeks past their due date risk not being accepted resulting in an Unsatisfactory grade for the course.

Disabled Students:

Students with disabilities should contact the course instructor to make arrangements. Special needs must be discussed and arrangements made well in advance of when they are required. Special accommodations may be arranged through the OSU Office of Disability Services, 150 Pomerene Hall, 1760 Neil Avenue, P: 292-3307, Website: http://www.ods.ohio-state.edu

Academic Misconduct:

Submitting plagiarized work to meet academic requirements including the representation of another's work or ideas as one's own: the unacknowledged use of another person's work and/or paraphrasing of another person's work; the
inappropriate or unacknowledged use of another person’s ideas; and/or the falsification, fabrication, or dishonesty in reporting research results will be grounds for charges of academic misconduct.

Course Assignments

Learning Objectives - Due 14 days after registration

Students are required to develop 5 learning objectives that fit in with their experience to help develop new skills or understanding of their industry area. These should be reviewed with the internship supervisor who will help a student reach these goals.

Internship Summaries.
Mid-Point Summary: Due at the end of Week 5 of your internship, a 2 page, single spaced summary detailing your experience to date. This summary should include:

- Training and orientation to the job
- Job duties and details of what work you have begun
- Any complications, issues or unresolved problems to date and how you are managing those issues.

Final Summary: Due April 25th, 2016
2 page, and single spaced summary detailing your entire overall experience. This final summary should include:

- Your final thoughts on how your duties were managed and carried out
- How your experience aligned and met with your 5 learning objectives prepared at the beginning of your experience with your faculty mentor.

Personal and Professional Evaluations – Due April 25th, 2016
The Personal evaluation is for the student to complete and evaluate the quality of experience with that employer. The Professional evaluation is for the supervisor to complete as a performance review with the student.

Faculty Mentor Meeting – Due April 25th, 2016
Students are required to have a meeting with their faculty mentor upon their return from their experience. Students should be prepared to debrief their faculty mentor about their experience, review their learning objectives and present their poster and/or power point presentation.

An Internship Presentation : March 7th or March 21st
Student must sign up for presentation date of choice. Create a point presentation for the ENR 1100 class. See the course content for additional information