

IDS4940: Liberal Arts and Sciences Internship – Spring 2024

Instructor: Dr. Aimée Bourassa (she/her)

Email: internship@advising.ufl.edu

Student Office Hours: Wednesdays 4pm-5pm and Thursdays 11am-12pm in Farrior Hall or on Zoom, and by appointment

CLASS MEETING: All course assignments will be through Canvas.

TEXTS: There are no required texts for this course.

COURSE DESCRIPTION

Internships provide students with opportunities to integrate classroom knowledge, skills and methods with professional roles, responsibilities and activities in supervised settings. IDS4940 is a 0-3 credit, web-based course designed to complement your internship experience through guided reflection, critical analysis, and synthesis. This course is offered for academic credit, graded on a pass/fail basis, and counts toward upper-division electives.

COURSE OBJECTIVES

This course is designed to help students:

- Identify, describe, and explain how the experience informed their sense of self and understanding of the internship area;
- Analyze themes, conflicts, and issues that emerged and describe how they were addressed;
- Identify and connect the knowledge and/or skills gained in their UF coursework to their internship/practicum observations and experiences;
- Describe and explain how the experience will modify and/or support future behaviors, attitudes, and career development.

REQUIREMENTS

Students are expected to duly complete their internships and agreed upon hours as well as all the course assignments as scheduled. In case of extenuating circumstances that may impact their ability to complete their work or assignments in a timely fashion, students should proactively contact the instructor to discuss reasonable accommodations. Students in need of additional services and support are encouraged to consult the Dean of Students Office (<https://dso.ufl.edu/>).

GRADING POLICIES

This course is graded S/U only. To receive a satisfactory grade in the course, students must earn 73 points out of 100 points and complete their internships and agreed upon hours. Late work will only be given half credit unless extenuating circumstances are documented. Failure to turn in all assignments will automatically result in a failing grade.

Academic honesty and integrity are fundamental values of the university community. Students should make sure that they understand the UF Student Honor Code and Student Conduct Code (<https://sccr.dso.ufl.edu/>). On all work submitted for credit by students at the university, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment."

ACCESSIBILITY AND ACCOMMODATIONS

This course intends to make learning accessible to all. The University of Florida further provides high-quality services to students with disabilities. If you have a documented medical, physical, psychological, and learning disability or other difference that might require accommodations or modification of the course procedures, please contact the Disability Resource Center (352-392-8565, <https://disability.ufl.edu/contact-us/>) to register. Students will receive an accommodation letter that must be presented to the instructor when discussing accommodations. Please follow this procedure and reach out to the instructor as early as possible in the semester.

ASSIGNMENTS

Completed assignments must be submitted on the date posted in the course schedule below. Additional instructions are provided on Canvas.

COURSE SCHEDULE

- January 21 - Beginning Reflection: Skills, Experience, and Goals (15 points)
- February 11 - Professional Development Assignment Options (15 points):
 1. Resume
 2. Interview Practice
 3. Informational Interview
 4. Weekly Journals (*Pre-Health Scholars Interns Only - Due Weekly Through April 7*)
- March 3 - Completed Midterm Evaluation Due (20 points)
- March 24 - Internship Description Survey (15 points)
- April 7 - Ending Reflection: Skills, Experience, and Goals (15 points)
- April 21 - Completed Final Evaluation Due (20 points)