

International Internship – IDS4940

Term: Summer C 2022

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CLASS MEETING: All course assignments will be through Canvas. There are no regularly scheduled meeting times.

TEXTS: There are no 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, International Internship, is designed to complement your international internship experience (in-person or virtual) through guided reflection, critical analysis, and synthesis. This course is offered for 0-3 credits and fulfills upper division elective credit requirements for CLAS majors. Graded S/U.

COURSE OBJECTIVES:

This course is designed to help students:

- 1) Explain how the international experience will contribute to achieving academic and professional goals
- 2) Analyze cultural themes, conflicts, and issues that emerge in the international workplace and explain how they are addressed
- 3) Identify and connect the knowledge and/or skills required for your desired profession to your international internship observations and experiences
- 4) Describe how you will leverage your international experience in the career search process

UNIVERSITY POLICY ON ACCOMMODATING STUDENTS WITH DISABILITIES: Students requesting accommodation for disabilities must first register with the Dean of Students Office (<http://www.dso.ufl.edu/drc/>). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

UNIVERSITY POLICY ON ACADEMIC MISCONDUCT: Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Student Honor Code at <https://sccr.dso.ufl.edu/students/student-conduct-code/>. Violations of the student honor code in this course will result in an Unsatisfactory grade.

CONDUCT: UF conduct code applies to all students while abroad. You can view the current conduct code at <https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/>.

ATTENDANCE: No regular class attendance is required. Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.

COURSE EVALUATION: Course Evaluation Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/>.

CLASS DEMEANOR: Students are expected to behave professionally at all times during their internship. This includes arriving on time, dressing appropriately, corresponding professionally with all staff, and following all other guidelines presented by the internship provider. Any students dismissed from their internship for failure to adhere to provider standards will automatically receive a “U” grade for the course.

ASSIGNMENTS/EVALUATION:

Assignments are due on the date posted below in the course schedule by 11:59 pm **Eastern Standard Time**. You may submit one assignment up to a week late (*but not later than the last day of classes*) for full points with no questions asked (because life happens). All other late work may be submitted up to 1 week late and will receive a *minimum* grade reduction of 50%. See <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/> for UF’s grading policy. All assignments should be submitted through Canvas. All written submissions should be 11-12 point text, 1” margins, double-spaced) in .doc format.

Intercultural Development Module (10 points)

Complete the Intercultural Learning module in Canvas.

Goal Setting (10 points)

Goals should be “SMART”. See Canvas for more details on this assignment.

- Long-term goals: Identify at least 3 professional or academic goals that you would like to accomplish in the next 1-5 years. Include how you might accomplish them.
- Short-term goals: Identify at least 3 goals you would like to accomplish during your internship. Include what you hope to learn from this experience including new skills you hope to gain.

Reflections (15 points total, 5 points each)

Choose a paper or video submission. Paper submissions should be 500 words minimum. Video submissions should be 3-5 minutes in duration.

- Reflection #1: Compare and contrast your experience working in the U.S. (previous jobs, internships, or volunteering) to your experience working internationally. Focus on cultural differences in the workplace. Include at least one example or observation.
- Reflection #2: How do you think having an international experience will make you a better professional in the long run? What specific skills have you developed? Give at least one example.
- Reflection #3: What challenges or conflicts have you encountered in your international workplace? What role did cultural differences play? How did you address them?

Interview (10 points) 3-5 minute video

Scenario: In a future interview, the interviewer asks you why you would be good for the position. Using your international internship as a foundation for the response, give a qualitative overview demonstrating your advantages over other candidates. Include in your overview:

1. Information about your ability to work with people from different cultures and/or adapt to a new culture. Use examples.
2. How will your experience working internationally benefit the company or organization?

Resume (15 points)

Submit a current resume that includes the internship position in way that markets the skills you are gaining. This assignment will be graded for content and form. You may resubmit your resume with edits up to two weeks after the due date for additional points.

Goal Assessment (10 points)

Review each of your short-term goals from the beginning of the semester. Assess to what extent you have accomplished your goals. What have the challenges been? Reflect on the skills and experience you gained. Are there goals you weren't able to meet? If so, why?

Mid-term and Final Evaluations (15 points each)

Your supervisor will be asked to provide you (and our office) with feedback which will count as part of your final grade.

GRADING:

A minimum of 70 points from assignments and a minimum of 50 work hours per credit hour are required in order to earn a Satisfactory (S) grade.

COURSE SCHEDULE:

May 13th: Intercultural Development Module

May 20th: Goal Setting

June 17th: Reflection paper #1

June 24th: Mid-term evaluation

July 8th: Reflection paper #2

July 15th: Reflection paper #3

July 22nd: Resume

July 29th: Interview due

August 1st: Final Evaluation

August 5th: Goal Assessment