



Syllabus

EBL 200 Internship Course

General Information

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Department Humanities

Course Prefix EBL

Course Number 200

Course Title Internship Course

Course Information

Catalog Description This course provides the student with the opportunity to gain practical work experience under the supervision of a professional in their field in a day-to-day on-site place of employment. The student must complete a minimum of 90 hours at their internship site during the semester. The internship site can be any site that will assist the student in exploring their career path and that can meet the learning outcomes of the course. During the semester the student must participate in hybrid (online and in person) learning modules during which the student will have an opportunity to reflect on their work experience and work with other students to answer questions relevant to their course of study, work experience and career field. The student will complete a final presentation as a culminating project of their experience and submit both a final self-evaluation and an employer evaluation.

Credit Hours 3

Lecture Contact Hours 1

Lab Contact Hours 0

Other Contact Hours 2 (The student will complete 90 hours at an internship site equivalent to 2 credit hours.)

Grading Scheme Letter

Prerequisites

None

Co-requisites

None

First Year Experience/Capstone Designation

This course DOES NOT satisfy the outcomes applicable for status as a FYE or Capstone.

SUNY General Education

This course is designated as satisfying a requirement in the following SUNY Gen Ed categories

None

FLCC Values

Institutional Learning Outcomes Addressed by the Course

Vitality, Inquiry, Perseverance, and Interconnectedness

Course Learning Outcomes

Course Learning Outcomes

1. Students will gain hands-on experience in a professional work place to help them hone career goals and identify areas necessary for growth.
2. Students will write self-reflective evaluations on personal accountability, effective work habits, time workload management, and their understanding of the impact of non-verbal communication on professional work image.
3. Students will articulate thoughts and ideas clearly and effectively in written and oral forms to co-workers and employer as well as fellow students and instructor.
4. Students will exercise sound reasoning to analyze issues, make decisions, and overcome problems in the workplace.

Outline of Topics Covered

Preceding Semester	
Week 12	Complete Learning Agreement and register for course.
Semester	

Week 1	In person class meeting. Begin on-site internship. Topics covered: Setting goals for a successful internship. Assignments: Establish hours tracker.
Week 2	Topics covered: Getting to know the organization/workplace, submit Week 2 reflective journal.
Week 3	Topics covered: Professionalism and Accountability in the workplace.
Week 4	In person class meeting. Topics covered: Professionalism and Accountability in the workplace. Submit Week 4 reflective journal.
Week 5	Topics covered: Teamwork and Conflict Management.
Week 6	Topics covered: Teamwork and Conflict Management. Assignments: Submit Week 6 reflective journal.
Week 7	Topics covered: Diversity and the Global Workplace. Assignments: Submit employer mid-point evaluation.
Week 8	In person class meeting. Topics covered: Diversity and the Global Workplace. Assignments: Week 8 reflective journal.
Week 9	Topics Covered: Networking.
Week 10	Topics Covered: Networking. Assignments: Week 10 reflective journal.
Week 11	Topics Covered: Career Awareness
Week 12	In person class meeting. Topics Covered: Career Awareness.
Week 13	Assignments: Submit revised resume.
Week 14	Final class presentations scheduled. Submit employer final evaluations.
Week 15	Final class presentations scheduled. Submit employer final evaluations.

Program Affiliation

This course is not required as a core course in any programs.