

**ENVS 395
ENVIRONMENTAL INTERNSHIP
Summer 2017**

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Instructor Office Hours: Email for mutually amendable time or just stop by and see if I'm available.

ENGAGED LEARNING COMPONENT

Since the Environmental Internship meets your Engaged Learning Requirement, you must enter the details of your internship on LOCUS so the university can meet its federally-mandated accounting requirements. Please review the following document to register your internship:
https://locus.luc.edu/pa91prd/locus_help/Entering_Experiential_Learning_Information_in_LOCUS.pdf

PROGRESS REPORTS

Each report is due by 5 p.m. on the date below. These reports should be approximately 300 words discussing some key questions regarding your experiences. Please expand on the questions in any way you see fit. Write clearly and include some specific details and examples to describe your experience and work activities. Number and date each report. **You will file these reports through Sakai.**

Timely delivery of your reports is important in your goal to receive an A in this course. One point deduction for each day a report is late.

Grading Criteria:

Completing Engage Learning File on LOCUS: 5 points.

Two-week reports: Five reports, each worth 5 points for a total of 25 points.

Final Report: 75 points [research paper = 50, assessments = 25].

Performance on Internship as Assessed by Your Supervisor: 30 points.

Total: 135 points

Grade Scale:

A = 93 – 100 A- = 89 – 92.9
B+ = 86 – 88.9 B = 81 – 85.9 B- = 78 – 80.9
C+ = 75 – 77.9 C = 70 – 74.9 C- = 67 – 69.9
D+ = 65 – 66.9 D = 60 – 64.9
F < 60

Report Schedule

Report #1 Due 5 p.m. Friday, 14 July

- *What were your specific activities and responsibilities since the start of your internship? Include perceptions*
- *How did these activities contribute toward reaching learning objectives for the internship?*
- *How would you assess your learning and performance during this initial period in your internship?*

Report #2 Due 5 p.m. Friday, 21 July

- *What were your specific activities and responsibilities since your last report? Include perceptions.*
- *Are your duties changing? What can you do now that you couldn't do before you started the internship?*
- *What activities have you enjoyed the most, and why? What activities have you found most challenging, and why?*

Report #3 Due 5 p.m. Friday, 28 July

- *What were your specific activities and responsibilities since your last report? Include perceptions*
- *What have you not done in your internship that you would like to do?*
- *Thus far, what have you found most valuable about your internship experience?
Provide a topic and outline for your final research paper*

Report #4 Due 5 p.m. Friday, 4 August

- *What were your specific activities and responsibilities since your last report? Include perceptions.*
- *In what ways has your supervisor contributed to your learning goals? Use specific examples.*
- *In what ways would you say you have grown personally as a result of your internship experience?*

Report #5 Due 5 p.m. Friday, 11 August

- *What were your specific activities and responsibilities since your last report? Include perceptions.*
- *What is your perspective toward a career in the area of your current internship?*
- *What specific skills have you developed during this internship that you did not have before?*

FINAL PAPER & Individual Assessment

Due 5 p.m. Friday, 11 August

Part I – Research Paper (Upload as a Word document to Sakai) [50 pts].

The research paper should be on a topic relevant to your internship, ideally something that would benefit your internship provider. It should incorporate citations from external literature or websites, but also can incorporate personal observations, insights, and perceptions. It should be between 1500 - 2500 words. **Late submissions will be docked 10% per day late.**

Part II - Individual & Supervisor Assessment [25 pts]. **Late submissions will be docked 10% per day late.**

Preparation: How did your courses and class work prepare you for your internship? Describe specific topics, theories, and ideas that were useful.

Knowledge and Skills: What were the most important things that you learned during this internship? Relate your learning to specific activities and experiences in your internship.

Integration: How does the internship fit into your future career or graduate study? Write about the value of the internship experience in relation to your professional development. How will you apply the things you have learned?

Evaluation – Student: How would you evaluate your overall performance in the internship? Support your answer with specific examples related to the intern evaluation form.

Evaluation – Internship Provider (supervisor): How would you evaluate your primary supervisor of your internship? Please comment on clarity of expectations and instructions, support, organization and any other attributes you'd like to share.

'Anyone who believe in indefinite growth on a physically finite planet is either mad, or an economist.' - David Attenborough