

**Centro Norteamericano de Estudios Interculturales
Calle Harinas 16-18, Sevilla**

INT/BSMG 490 Internship in Business

SPRING 2011

Supervisor at CC-CS: Carmen Sales, Resident Director

Office Hours: Monday to Friday from 9:00 am – 6:00 pm.

OBJECTIVES

Participating in an internship is a fundamental key to be an active member in today's business world. One of the most valued resources in a company is having worked in a foreign country. The main goal of this course is that the student has the opportunity to get professional experience in different areas, such as business, tourism, communication, and teaching, among others; and at the same time be in a cultural immersion context, so they can improve their Spanish language abilities as they will have to use it at work all the time.

INSTRUCTIONAL FORMAT

This course, not only gives the student professional experience, it also has an important academic component that includes: entries in a blog, monthly meetings with the Resident Director and a final written paper. The student will have to create a blog in the beginning of the semester, and write weekly entries in it. Every week they will receive an email with information on the following entry they will have to write about, together with the dateline to have it on the blog. The main themes for the entries are the following:

- 1st Entry: First personal impressions of your first internship days.
- 2nd Entry: My responsibilities: What is my new job about?
- 3rd Entry: The interpersonal relations between the workers/colleagues/boss.
- 4th Entry: What am I learning? What abilities am I developing?
- 5th Entry: First assessment of these weeks.
- 6th Entry: What techniques am I developing to confront my interaction with the people and the job in a cultural context completely unknown to me?
- 7th Entry: Differences and similarities between this experience and any job or volunteer experience I had in the US before.
- 8th Entry: What am I contributing to the company? Do I have enough freedom to carry out any new ideas?
- 9th Entry: How can this experience influence my future professional career?
- 10th Entry: What have I learned about myself during this internship?
- 11th Entry: Final assessment.

At the same time, the students will have a monthly meeting with the Resident Director where they will talk about their experience and they will respond to questions regarding their internship.

Finally, the students will have to write a final paper on their internship. A guideline will be given to them with the main points they should cover and the extension of the paper.

The student's supervisor at work will be in direct communication with the Resident Director.

REQUISITS

This course requires a great sense of responsibility on behalf of the students, due to the fact that they will have to respect fully the agreed working hours with the internship supervisor.

Also, the students will have to dedicate part of their time to create each blog entry, as well as writing the final paper.

FORM OF ASSESMENT

The course will be graded the following way:

- ✓ Blog and meetings with RD.....30%
- ✓ Internship supervisor assessment.....40%
- ✓ Final Paper30%