



APPLIES TO ACADEMIC YEAR 2016/2017

ELE 3657 International Internship

Programme

Elective

Responsible for the course

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Department

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Term

According to study plan

ECTS Credits

7,5

Language of instruction

English

Introduction

This is a pilot to be run in the spring of 2017. The experiences of this pilot will be evaluated. This is a combination of internship and exchange. The objective of the course is to give students the opportunity to combine work experience with earning credits (studies) in a manner that enhances their learning in both situations. By working in an enterprise during an exchange program, the students get to use theories and models they have learnt at school to solve practical tasks in an international context. This brings forth the relevance of the academic knowledge and understanding of how companies function in different cultural settings. At the same time, the course gives them the opportunity to systematically reflect on their practical work experiences. This prepares them for working life. The business community gets access to updated academic knowledge, able hands and the opportunity to address their needs for new knowledge as they prepare the internship activities for their interns. The student is responsible for finding an internship company.

Learning outcome

Knowledge

- Know about the key operative function in an enterprise and their interconnectedness.
- Have an overview of the formal management systems of the enterprise.
- Understanding international business

Skills

- Ability to define and negotiate a realistic and productive work plan with manager
- Know how to identify and use relevant and reliable information, theories and models, in writing as well as orally.
- Ability to reflect on own professional development in an international work environment
- Ability to develop inter cultural communication skills

Reflection

- Respect for the complexities involved in doing business.
- Independence and responsibility.
- Critical reflection

Prerequisites

In order to qualify to the international internship, the student must first have been enrolled in the exchange programme. Students must also ensure that the particular university they have their exchange program at allows for the international internship module. Student must have good study progress in the chosen bachelor field and C as the average grade. Ability to read and write English is expected.

To apply, the student must submit a CV, report on grades, a letter of motivation and a signed learning contract with the company and a letter of confidentiality. The letter of motivation must contain what the student seeks to achieve in terms of professional development from working in the specific company. The learning contract must describe the intern's role and responsibility during the internship, the expected learning outcome for the intern, the expected practical outcome for the company, progress and name, signature and contact details of the contact person in the company. Acceptance for the course will be based on assessment of progress, grades, letter of motivation, CV and learning contract. If there is a need for more information, the student will be invited to an interview.

Compulsory reading

Books:

Alfons Trompenaars and Charles Hampden-Turner. 2012. Riding the waves of culture. Understanding diversity in global business. 3rd edition. McGraw Hill Education. 350 (Appendix A and B is not part of compulsory reading)

Book extract:

Nancy Adler with Alison Gundersen. 2007. International Dimensions of organizational behaviour. 5th edition. South-Western College Pub. Chapter 4. Creating cultural synergy, 28 pages. Chapter 12. Global careers (35 pages)

Sweitzer, H. Frederick and Mary A. King. 2013. The successful internship : personal, professional and civic development. 4th international ed. Cengage Learning. Chap. 2 Essentials for the journey. Chap. 3. Framing the experience: The developmental stages of an internship. Pages 22-61. (3rd ed. from 2009 can alternatively be used)

Recommended reading

Course outline

- The internship phases
- Learning contract and work tasks
- On companies and enterprises
- Problem statement, outline, syllabus and term paper
- Professional development
- Uses of theory
- Reflection tools

Computer-based tools

Applications for web-based dialogue, It's Learning, at.bi, and ordinary work programs like word, excel and powerpoint/Prezi.

Learning process and workload

In internship company: 96 hours

The work tasks must be agreed with the company, including hours to preparatory work with the term paper. The work must be done during the semester, preferably through a full workday (a 8 hours) each week during the semester. If needed, the intern and company may agree to a slightly different workload, for example if a trade fair, survey or other activities require the student to work more during some weeks. The length of the internship work in the company shall not exceed 15 weeks calculated from the start of the semester. The work is not paid, and emphasis is on the intern's learning.

At school: 104 hours

- 4 hours mandatory kick-off seminar before departure. The seminar's content is the different phases of an Internship and inter-cultural learning and understanding.
- 4 online workshops with other interns
- 2 individual online tuition sessions, of which one is specifically on term paper review.
- It's learning activities.
- Literature review/term paper (individual).
- Prepare oral presentation.

Use of hours

Hours: 45

4 Introduction seminar
8 online workshops
30 individual online tuition sessions
3 Internship company follow-up

45 hours total

Examination

Grade in the course will be based on a process evaluation with the following parts and weighting:

Part 1 - Project paper, counts 50% of the final grade

The internship examination consists of a term paper. The paper is to be submitted individually and must include:
- Letter from the internship company confirming that the internship is completed, company letterhead and signature is required.

Part 2 - Oral presentation, counts 50% of the final grade

The oral presentation will take place with sensors, and shall contain the key points from the paper and reflection on the learning outcomes.

Both parts must be passed to obtain final grade in the course.

Examination code(s)

ELE 36571 Process evaluation, counts for 100% of final grade in ELE 3657 Internship, 7.5 credits.

Examination support materials

All support materials are allowed.

Re-sit examination

At the next ordinary course. Requires new term paper and oral presentation.

Additional information

The first running of the course will be a pilot in the spring of 2017. There is a maximum limit of 10 students in the course. The experiences of this pilot will be evaluated.