

COMPLETION OF THE INTERNSHIP PROGRAM

Suggestions for the FINAL REFLECTION PAPER

Minimum length suggested - ten typed pages

1. Write a brief job description including - employer, location, tasks, type of setting.
2. How did you obtain your internship? Tips for other students?
3. Describe your on-the-job training/orientation.
4. What are the connections between what you learned on the job and what you learned in the classroom?
Highlight contributions of course work in major to work experience.
5. Did your work experience affect the quality of your classroom work?
6. How does your internship relate to what you want to do after graduation?
7. How did you succeed in meeting each of your Learning Objectives? Be specific. Document changes.
8. What skills did you acquire/enhance on the job? How did this experience stretch you?
9. What did you contribute to the organization (company)?
10. What difficulties or problems did you encounter?
11. Describe the culture of the organization - dress, level of formality, physical structure of offices, staff meetings, hierarchy, worker input in decision-making, reward system.
12. Is the percentage of women, minority and disabled employees in your organization representative of the community population? Have you observed any discrimination in your work setting? If so, how have you felt and responded?
13. What did you discover about your fit in this type of career or organization?
14. What changes did you see in yourself or the organization as a result of your experience?
15. Describe the management style of your supervisor. What style do you prefer? How did leadership style affect employee morale?
16. How valuable was the experience? What payoffs for you?
17. What recommendations would you make to improve the experience?
18. As a result of the work experience, do you still plan to pursue the same career goals? Why?