



ENGL 484 INTERNSHIP FINAL REPORT

**Upload completed Internship Final Report to the "Assignment Tab" for this course in eCampus.
Deadline to submit: Two (2) days before final grade is due.**

Name of Student: _____ UIN: _____ Date: _____

Internship Firm: _____ Internship Semester/Year: _____

List courses that helped prepare you for the internship (these may include courses outside of English):

List any courses you wish you had taken prior to the internship (explain why):

Supervisor Name: _____ Supervisor Email: _____

Is this person different from the firm contact given on your internship application? If yes, please explain why.

Assessment of Supervision

(100% Confidential)

Did you receive the training needed to successfully complete this internship? _____

Were you given regular feedback, guidance and support? _____

Did you receive the tools to do the job: desk, computer, chair, etc.? _____

Did you know who to go to for help or if there was a problem? _____

Did you know who, how, and when to notify someone when you would be absent? _____

Were you given a tour of the organization? _____

Write a two-to-three page summary report following MLA conventions.

Summary should include your duties and the training you received, an analysis of how this internship did or did not contribute to your career goals, reflection on how academic preparation has or has not been an asset, and an indication of how this experience might affect future course selection or attitudes towards courses. Would you recommend this internship to other students? Give rationale.

