



Boston University International Programs
London

Boston University British Programmes
International Relations Internship Tutorial
Spring 2011

Instructor Information

A. Name	Dr Paul Cousins
B. Days and Times	Tutorial 1: Wednesday 9 February, 11.30am -1pm Tutorial 2: Monday 7 March, 6.15-7.45pm Tutorial 3: Monday 28 March, 6.15-7.45pm
C. Location	Boston room (<i>1st session only</i>); thereafter, Prince Consort room, 43 Harrington Gardens, SW7 4JU
D. BU Telephone	020 7244 6255
E. Email	[REDACTED]
F. Webpage	http://www.bu-london.co.uk/academic/LI
G. Office hours	By appointment

Aims and Objectives

The aim of these tutorials is to ensure that all students are thoroughly prepared for the assessment requirements of their internships. The assignments for this are designed to provide an academic assessment. We are NOT assessing your performance at work. The University requires an academic grading, based on the usual criteria. If you wish to compile a portfolio of work from your placement, that is fine, but it is not assessed and is a private matter for you. Each tutorial will give details as to the next piece of work to be submitted and will discuss issues raised. Remember that attendance is mandatory, and 10% of the final grade will be awarded for attendance and participation at the tutorials.

Assignments

Assignment 1: at the second meeting, each student will give a brief presentation, introducing the organisation they work for and the nature of their work personally, together with any other relevant information. The presentation should be no more than five minutes long and will be assessed on a pass/fail basis. Details will be given at the first tutorial. After the presentations at the second tutorial, there will be a discussion of issues etc. raised by them.

This assignment will be assessed on a **pass/fail** basis **due at the 2nd tutorial**.

Assignment 2: this will take the form of a paper, of not more than 1,500 words, describing and explaining a project you have undertaken at work. The essay should give details and critically assess the project. Each student will need to get approval of the topic from me before finalising the paper. If a project essay is not suitable, I will make separate arrangements as necessary. These details will be dealt with at the second tutorial. Issues arising from the project papers will be discussed at the last tutorial.

This assignment will count 40% towards the final grade and will be **due at the 3rd tutorial**.

Assignment 3: the final paper will take the form of a 2,000-word essay critically assessing the placement experience. Details as to what is required will be given at the third tutorial.

The paper will be written as an essay with references and a bibliography.

The paper will count 50% towards the final grade. **Deadline: Monday 18 April, 12 noon, to be handed in to the Student Affairs Office.**

Grading

Please refer to the Academic Handbook for detailed grading criteria, attendance requirements and policies on plagiarism:

<http://www.bu-london.co.uk/files/images/ACADEMICHANDBOOKSP11.pdf>

Tutorials

Tutorial 1:

General overview of the assessment arrangements, and details as to the presentations.

Tutorial 2:

Each student to present a short introductory paper, followed by discussion of issues raised. Details of the requirements for the project paper will then be given.

Tutorial 3:

Submission of project papers followed by discussion of issues raised. Details of the final paper to be given.

Readings

Some readings may be posted on the course webpage:

<http://www.bu-london.co.uk/academic/LI> (you must log in to view these items).

Remember that all the works listed for IP 408 are relevant to these assignments.

Paul Cousins

February 2011