



Boston University International Programs
London

Boston University British Programmes
Pre-Law Internship Tutorial
Spring 2011

Instructor Information

A. Name	Denis Carey
B. Days and Times	1 st Tutorial: Wednesday 9 February, 2-3.30pm 2 nd Tutorial: Group A: Wednesday 9 March, 6.15-7.45pm Group B: Thursday 10 March, 6.15-7.45pm 3 rd Tutorial: Group A: Wednesday 30 March, 6.15-7.45pm Group B: Thursday 31 March, 6.15-7.45pm
C. Location	Courtfield room, 74-76 Courtfield Gardens, SW5 0NL
D. Office Telephone	01949 822 839
E. Mobile Telephone	07973 625 118
F. Email	[REDACTED]
G. Webpage	http://www.bu-london.co.uk/academic/LL
H. Office hours	By appointment

Overview

This core course for the Pre-Law track provided an overview of the history, the development and the current structure of the British legal system. During the Internship Phase this tutorial will offer the students the opportunity to meet with each other and a member of faculty in order to reflect on their internship experience and to begin to place their internships into an academic context.

Aims and Objectives

- To encourage students to make connections between their internships and what they have learned in the related core course
- To provide clear guidelines on the Internship Course assessment process
- To provide assistance in successfully completing the Internship Course assessment process
- To discuss and provide feedback on draft content and draft presentation of the Internship assessed pieces of work at a stage early enough for a student to correct any perceived defects

Assignments

Assignment 1

An introduction to the company and organization, coupled with a reflective weekly log (one sample week only).

This is to be submitted by **6.15pm on Wednesday 9 or Thursday 10 March, depending upon which group you're in, at the tutorial.** It will be graded Pass/Fail. Word Limit: 1000

Assignment 2 (50% of the final grade)

Placement Project. This is an account of a particular project to which the intern is assigned in the internship. If no such project exists in any individual internship then either (i) a research project or (ii) a creative project may be substituted. Before selecting a project or (i) or (ii) there must be a

discussion with the tutor and a topic/title agreed. That discussion may be via email in the period between Tutorials One and Two, or at Tutorial Two. Word Limit: 1500. Deadline: **6.15pm on Wednesday 30 or Thursday 31 March, depending upon which group you're in, at the tutorial.**

Assignment 3 (40% of final grade)

Analysis of the company/organization at which the student has interned plus reflective conclusions on the student's experience.

Word Limit: 1500 Deadline: **5pm on Monday 18 April, to the Student Affairs Office.**

Assessment 4 (10% of the final grade)

Attendance and participation (including presentations) at the Internship Tutorials

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:

- Explanation and discussion of the assignment guidelines
- Review on a student-by-student basis of where they will be interning and of their initial expectations
- Preliminary discussion of organization, presentation and content of materials and ideas

Tutorial 2:

- Preliminary review of Placement Projects
- Presentation (10 mins) by each student on all aspects of their internship to date including a self-evaluation of the student's contribution to their company/organization. The presentation will be expected to be well planned and structured to demonstrate the student's learning. Visual aids such as PowerPoint are expected – bring it on a flashdrive/memory stick. A draft of the "Introduction to the company/organization" and sample days from the students reflective weekly log – see Assessment 1 above - should be incorporated into the presentation for feedback purposes.
- Reflection on the internship process with an emphasis on the learning experience

Tutorial 3:

- Review of outline Assessment 2 and Assessment 3 work done to date on a student-by-student basis. Feedback on areas warranting further attention/requiring improvement.
- Presentation (10 mins) by each student, updating cohort on their internship experience.
- Review of the internship learning experience to date, applying intellectual analysis to the actual work experience, so that the internship is integrated with the academic work done on the core course.

Readings

Readings may be posted on the course webpage: <http://www.bu-london.co.uk/academic/LL> (you must be logged in to view materials).