



Boston University Study Abroad
London

Boston University Study Abroad London
Economics and Finance Internship Seminar
Spring 2016

Instructor Information

Name: Dr Parvin Alizadeh

Day and Time:

Seminar 1: Wed 10th February (Groups A&B), 6.00-7.30pm, Crofton, Bell room

Seminar 2: Mon 7th March (Group A), 6.00-7.00pm, Crofton, Bell room
Mon 7th March (Group B), 7.00-8.00pm, Crofton, Bell room

Seminar 3: Mon 4th April, 6.00-8.00pm (Group A), Bell Room, Crofton
Thu 7th April, 6.00-8.00pm (Group B), Bell Room, Crofton

A. BU Telephone	020 7244 6255
B. Email	palizad@bu.edu
C. Office Hours	By appointment

Course Objectives

The aim of these internship seminars is to offer students the opportunity to meet with each other and a member of faculty in order to reflect upon their internship experience and to begin to place the internship into an academic context.

Assignments

Assignment 1 and 3 are written assignments. Please make sure that your paper is at least *1.5 spaced* and that you *include page numbers* as well as the following information on the first page:

- Your name
- The title of the course
- The title of your paper
- The word count
- A declaration that it is your own work

Assignment 1 Pass/Fail

Due date: Mon 7th March , **before the start of the 2nd seminar.**

Make sure that you print Assignment 1 and hand it in before the start of the Seminar

You are required to submit an introduction to the company or the organisation at which you are interning and also state your personal objectives for the placement. This piece should be a **maximum of 750 words. This can be graded on a pass/fail basis.**

Examples of items that you might want to cover:

1. Give an *overview* of the professional field (i.e., Banking/Consulting in Britain) that will allow the reader to place your organisation into context.
2. *Describe* the organisation and the department to which you are assigned.
3. *State* your personal objectives for the placement. What do you hope to learn from the placement, and why?

Assignment 2 (50%)

Due date: The presentation will take place on : Mon 4th April, 6.00-8.00pm (Group A) or Thu 7th April 6.00-8.00pm (Group B), depending on which group you are in.

Your PowerPoint slides are due by 9.00pm on the day of your seminar.

1. You are required to give a presentation, in groups of two, of approximately 8 minutes. Your presentation has two objectives: 1) Your presentation is an evaluation of the company's performance in terms of its growth, objectives, commercial success or failure over the last few years. Graphs and data can enhance your presentation - see blackboard for guideline on evaluation of companies- 2) Your presentation should contrast your internship experience with that of your colleague's.

Assignment 3 (40%)

Due date: **Monday 25th April, 9.00am.**

As this assignment is to be submitted via email, please make sure that your paper is converted into a pdf-file before sending it to me.

You are required to submit a paper of **no more than 1000 words (maximum)**. The aim of this paper is to analyse and draw some conclusions about your internship. The paper could cover the following points:

1. Put your placement into context by an analysis of current events with reference to the core course (for example, what are the effects of the world economic slowdown on the market in which your host organisation operates? / How Euro crisis has affected the organization?/ How does potential UK exit from the EU affect the organization? How your organization was affected by market-oriented policies of the 1980s, assuming the organization is an old commercial company?). It would be important that you relate your internship to the materials you covered in the core course (i.e. EC 364).
2. **Alternatively you can submit a paper of no more than 1000 word on the topic of “Secular stagnation and its implications for employment”. This will be a paper based on your own research. Below is an article on the subject.**

http://www.washingtonpost.com/opinions/lawrence-summers-strategies-for-sustainable-growth/2014/01/05/9143313c-74b9-11e3-8b3f-b1666705ca3b_story.html

Assignment 4 (10%)

Attendance and participation at the Internship Seminars.

Seminars

Seminar 1

This is an introductory seminar. We will begin by talking about the global economy, tying it into the general climate experienced in the world of economic and finance today. We will also cover what work is expected of you in the coming seminars and what assessments you have to complete and submit.

Seminar 2

This seminar is mainly to discuss your upcoming presentations as well as to share some of your experiences from the internship with your fellow colleagues.

Seminar 3

This seminar will mainly serve as a forum for your presentations. You will also have an opportunity to ask questions on your final paper and get feedback on any work you have done on this so far.

Grading

Please refer to the Academic Handbook for detailed grading criteria and policies on plagiarism: <http://www.bu.edu/london/current-semester>

** Final Grades are subject to deductions by the Academic Affairs Office due to unauthorised absences.*

Attendance Policy

Classes

All Boston University London Programme students are expected to attend each and every class session, seminar, and field trip in order to fulfill the required course contact hours and receive course credit. Any student that has been absent from two class sessions (whether authorised or unauthorised) will need to meet with the Directors to discuss their continued participation on the programme. This may result in the student having to take a medical leave of absence from the programme or withdraw from the programme.

Authorised Absence:

Students who expect to be absent from any class should notify a member of Academic Affairs and complete an Authorized Absence Approval Form 10 working days in advance of the class date (except in the case of absence due to illness for more than one day. In this

situation students should submit the Authorised Absence Approval Form with the required doctor's note as soon as possible). **Please note: Submitting an Authorised Absence Approval Form does not guarantee an authorised absence**

Students may apply for an authorised absence only under the following circumstances:

- Illness (first day of sickness): If a student is too ill to attend class, the student must phone the BU London Student Affairs Office (who will in turn contact the student's lecturer).
- Illness (multiple days): If a student is missing more than one class day due to illness, the student must call into to the BU London Student Affairs Office each day the student is ill. Students must also provide the Student Affairs office with a completed Authorised Absence Approval Form and sick note from a local doctor excusing their absence from class.
- Important placement event that clashes with a class (verified by internship supervisor)
- Special circumstances which have been approved by the Directors (see note below).

The Directors will only in the most extreme cases allow students to leave the programme early or for a significant break.

Unauthorised Absence:

Any student to miss a class due to an unauthorised absence will receive **a 4% grade penalty** to their final grade for the course whose class was missed. This grade penalty will be applied by the Academic Affairs office to the final grade at the end of the course. As stated above, any student that has missed two classes will need to meet with the Directors to discuss their participation on the programme as excessive absences may result in a 'Fail' in the class and therefore expulsion from the programme.

Lateness

Students arriving more than 15 minutes after the posted class start time will be marked as late. Any student with irregular class attendance (more than two late arrivals to class) will be required to meet with the Assistant Director of Academic Affairs and if the lateness continues, may have his/her final grade penalised.

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