ACADEMIC INTERNSHIP PROGRAM
COURSE SYLLABUS

Academic Director: TBA
Office Hours: By Appointment
Room D213
DCU, All Hallows Campus
Drumcondra, Dublin 9
Ireland
Ph: +353 1 7008507

Program Director: Catherine Kehoe
EUSA – European Study Abroad
Email: catherine.kehoe@eusainternships.org

Course Credits: 4
Hub Units 1 BU Hub Unit – Individual in the Community

Credits applicable to the following internship course codes:

- CAS AH 505 Art and Architecture
- CAS EC 497 Business/Economics
- CAS IR 451/ PO 401 Politics
- CAS IR 455/ PO 405 International Organisation
- CAS PO 403 Comparative Law
- CAS PS 495 Health and Human Services
- COM CM 471 Advertising/Public Relations/Marketing
- COM FT 493/494 Film and Television
- COM JO 411 Journalism
- SHA HF 390 Hospitality Administration
- SAR HS 410 Human Psychology

COURSE DESCRIPTION

Taken in tandem with a work placement, the course allows students to gain a greater understanding of workplace culture in Ireland. It provides a framework to explore and reflect on the professional and cultural practices observed in the internship. The course and placement form an intercultural learning experience in which students can examine socio-cultural differences, beliefs and values while immersed in a diverse organisational and professional community. Through class sessions and assignments, students address the ways in which culture informs both work and learning. Effective Fall 2020, this course fulfils a single unit in the following BU Hub area: The Individual in Community.

LEARNING OUTCOMES

Hub Area: The Individual in the Community
1. Students will analyse at least one of the dimensions of their experience in an Irish workplace – historical, racial, socio-economic, political, gender, linguistic, religious or cultural. They will interrogate how these inform and impact on their own worldviews and beliefs as well as those of other individuals and societies.

2. Students will participate respectfully in different employment communities such as workforce, professional associations and attendant political, social and cultural structures. In addition, they will participate in campus, citywide, national and international groups and reflect on the issues relevant to these communities.

Academic Internship: Learning Outcomes

1. Hand in hand with the Dublin Program academic courses and drawing on classroom acquired skills, students will demonstrate a knowledge and understanding of Irish culture and society and they will be expected to apply that knowledge and understanding to the professional context of their internship site with its specific mission, challenges, culture and constraints.

2. In tandem with the above, students will develop a cross cultural perspective and the ability to experience people and events through the lens of Irish culture. In this manner they will build a sensitivity to, and engagement with, ambiguity and a diversity of philosophical approaches. Moreover, they will learn to reflect on their own home culture, to build civic mindedness and to consider what they can learn about themselves and their place in a global world.

3. Students will gain an understanding of workplace dynamics and professional expectations. They will explore what they can bring to this professional environment, drawing on their own resources, skills and life experiences to contribute to the workplace goals.

4. Alongside that, they will build proficiency in a range of business and industrial skills appropriate to their internship setting. These will include key professional competencies – critical thinking, teamwork, professionalism, oral, digital and written communications. This process will allow students to refine and clarify their personal and career goals.

5. Students will analyse what makes the host organisation flourish – or not. They will consider its place, both nationally and globally, in its field of endeavour. They will identify how it operates in its community and in the broader market and comment on the issues and challenges it faces in pursuit of its mission.

6. Students are expected to reflect critically on their contribution to the host organisation within the context of their overall experience in Ireland.

Plagiarism

Each student is responsible for reading the Boston University statement on plagiarism, available on the Academic Conduct Code. Students should be aware
that the penalty for plagiarising or cheating in a Boston University program includes “….expulsion from the program or the University or such other penalty as may be recommended by the Committee on Student Academic Conduct, subject to approval by the Dean.” The Academic Conduct Code can be viewed in its entirety here: http://www.bu.edu/academics/resources/academic-conduct-code/

Grading

Grading for the course will be weighed as follows:

- Attendance, Review and Evaluation 20%
- Reflective Diary 30%
- Written Research Project 50%

Attendance, Review and Evaluation

Attendance (10%), under this heading, refers in the first instance to attendance as required at the internship site proper. Attendance at internships is mandatory and is monitored. Unexcused absences from the internship will result in a lower grade, and if persistent, failure of the course. Non-submission of the required written work results in an automatic Fail being returned on the academic transcript.

Attendance also covers attendance at, and participation in, the required orientation and workshop sessions or at any meeting that may be requested.

5% of the mark is assigned to completing EUSA’s midterm review in a timely and satisfactory manner.

The remaining 5% under this heading will take cognisance of the placement supervisor’s final assessment. During the internship, the supervisor will evaluate the quality of day-to-day work performance. Criteria include understanding of the organisation’s operations and functions, interpersonal communication skills, competence in work undertaken for the organization, adaptability in responding to the assignment of tasks, professionalism in terms of punctuality, reliability, appropriateness of dress sense, attitude, attendance at work, and progress over the placement.

Reflective Diary

From the outset of their arrival in Ireland, students are expected to maintain a reflective double entry diary in which they record their observations and impressions on a weekly basis on the right hand page of each dated entry. The page opposite will be for subsequent reflection. It is expected that such entries demonstrate a degree of self-assessment and awareness particularly in relation to transcultural awareness, their growth as a colleague and as contributing in their workplace. It is an opportunity to enumerate and reflect on the skills they are acquiring and to outline the chances they are finding to learn about the world of work.
Students will be introduced to maintaining their diary at a workshop following their Academic Orientation. They will be invited to set personal and professional goals for themselves and to formulate and record strategies towards those ends.

They will be required to make weekly entries over the duration of the academic period of their course. In these they will be encouraged to distil observations about Irish Culture and Society from their classroom experiences and to speculate how these may impact on their upcoming internships. While the core course, *Contemporary Irish Society*, will be a central resource for this process, the courses on History, Literature, Economics etc. should also prove fertile as will their field trips, their travels, their socialising and their general observations of Irish life.

When, in the second half of the semester, they embark on the internship proper, students should continue, on a weekly basis, to document and reflect upon their personal adjustment and growth and on their professional and intercultural experiences.

At the conclusion of the internship students should reflectively review their entries and write a concise conclusion. The conclusion will focus on the outcomes of their experiences, how they have evolved, what kind of professional they aspire to be and how their experiences will impact on future professional or personal choices. Diaries will be submitted during a wrap-up workshop.

**Research Project**

This project will take the form of a research essay of no less than 3,000 words and should be submitted in hard copy on the final day of the program. Students should retain an electronic copy. This paper is for the eyes of the BU grader only so students should feel free to comment in a forthright manner.

Arguments and conclusions should be supported by no fewer than eight substantial citations from a variety of different sources. Students may draw on non-confidential placement specific sources – web site, annual reports, promotional material, personal interviews etc. – as well as journals, newspapers and books. A cover page should show the student’s name, the placement, the title and a word count. Full referencing is a marking criterion and originality of thought, theoretical insight and clear exposition will contribute to awarding a high grade.

This paper aims to describe the most important elements of the internship experience. It may include comparative study with other similar companies/organisations in Ireland, in the USA or in the wider world.

The paper must address each of the following aspects:

1. Students should outline their own background, motivation and initial goals for embarking on this internship.
2. This section should offer an overview of the organisation, touching on its history, mission and structure and how these translate into its goals and objectives. Students should outline briefly the tasks and responsibilities assigned to them and their contribution to their placement.
3. Here the student is expected to illustrate an insider’s understanding of the organisation, outlining how it operates internally and in its market and civil context. It should offer an analysis of the company’s strengths and weaknesses and an appreciation of the opportunities open to it and the threats it faces.

4. The student will reflect on his/her understanding and experience of cultural difference at play in their workplace and should offer specific examples. They should also draw on their prior classroom learning when exploring the human-on-the-job relationships.

5. In conclusion students will locate their internship experience within the framework of their own professional aspirations, noting how they have acquired knowledge, understanding and skills and how their experience will clarify their career goals and impact on their future professional and personal choice.

Course Structure

Week 1
- Academic Orientation, setting the scene for the overall program and introducing the connection between the class based Contemporary Irish Culture course and the internship due to begin in a matter of weeks.
- Workshop 1 Introducing the Reflective Journal
- All Class EUSA presentation

Week 2 - 6
- Academic classes

Week 7
- Academic Internship Orientation meeting.
- Core academic exams

Week 8
- Mid Semester Break

Week 9
- Internships begin – Monday to Thursday
- Academic elective courses continue – Friday morning

Week 12
- EUSA midterm review due.
- Workshop 2 *The Cultural Experience* - Friday afternoon.

Week 15
• Final Day at placement – Thursday
• Workshop 3 Lessons and Conclusions - Friday
• Submission of written work

Readings
2. Brislin, R.  *Working with Cultural Differences; Dealing Effectively with Diversity in the Workplace*, Greenwood, 2008
5. Farrugia, D.  *Spaces of Youth; Work, Citizenship and Culture in a Global Context*, Routledge, 2018