

THIS IS A SAMPLE SYLLABUS

COM 290 Media Internship Spring 2006 Course Syllabus

Internship:

As an intern you are representing the Communications Program of the Department of Media Culture, and the College of Staten Island. Act accordingly: learn the codes of professionalism at your site and abide by them. This will be key in composing your journal and writing your paper. If you have any questions about protocol, let us know. This is a great opportunity, one that will help in building your resume and your career. Therefore, it is crucial to take advantage of the internship in the best way possible.

We will be in contact with your on-site internship supervisor throughout the semester. If you have any concern of any kind regarding the internship, please do not hesitate to contact us.

Each credit unit is equivalent to 4 hours/week of work at your internship organization for 14 weeks. (e.g. 3 credit internship=12 hours/week). Please note that all majors are required to take a minimum of 3 credits (Maximum of 12 credits) in order to graduate.

REQUIREMENTS:

- 3 MEETINGS with your academic internship advisor.....MANDATORY
- a journal 20% of final grade
- paper outline..... 10% of final grade
- 1st draft of paper..... 10% of final grade
- final paper 20% of final grade

- evaluation from internship coordinator..... 40% of final grade
- student evaluation of internship mandatory

SCHEDULE:

1. Meeting #1: Introductory Session

Date and Time: 9/13 (Wed) 2:30pm OR 9/14 (Thu) 1:30pm
Place: 1P-232
Sign up for your 2nd meeting

- **If you have not signed up for your 2nd meeting, do so at the bulletin board outside 1P-231 for Prof. Tevere, or 1P-224F for Prof. Mandiberg**

2. Outline and Journal Due:

10/9 (Mon) 4pm 1P-226 Media Culture Office

3. Meeting #2: Week of 10/16, 10/23

- Sign up for your *3rd meeting* at the bulletin board outside professor's office after meeting #2 Location: 1P-231 for Prof. Tevere, or 1P-224F for Prof. Mandiberg

4. Outline and Journal Returned:

10/27 (Fri) – pick up at 1P-226 or during your 2nd meeting

- Start working on paper draft
- Read handout readings provided at 1st meeting

5. Paper Draft Due:

11/13 (Mon), 4pm, 1P-226

6. Meeting #3: Week of 11/13, 11/20

- Discuss your paper draft

7. Draft Returned:

11/27 (Mon) – pick up in 1P-226, or at 3rd Meeting

8. Final Paper, Journal and Evaluations Due:

12/14 (Thu) 1:30 pm, 1P-226

*You may hand in your paper and journal earlier if desired.

9. Presentations:

12/14 (Thu) 1:30-3:20pm, (During club hours),
place TBA