

COURSE SYLLABUS
Southeast Missouri State University

Department of Management and Marketing

Course No: MG471-473

Title of Course: Internship in Management

Revision: Spring 2012

I. Catalog Description and Credit Hours of Course:

Planned work/study designed to integrate cooperative practical real-world experience with academic preparation in the field of management. (1, 2, 3 credit hours)

II. Prerequisite(s):

75 hours of college credit with 9 hours of management major (MG prefix) courses; overall GPA of 2.5 with GPA of 2.75 in management major courses; approval of internship agreement. Credit/No Credit. A minimum of 50 hours of hands-on work experience is required for each one-hour of credit. (1-3).

III. Purposes or Objectives of the Course:

- A. To provide students varied, relevant experience in management in a professional work setting.
- B. To provide students an opportunity to make professional contacts in the business community.
- C. To provide increased interaction between Department of Management and Marketing faculty and the business community.

IV. Student Learning Outcomes:

Upon completion of this course the students will be able to:

- A. summarize professional work experiences which occurred at the contracted internship site location(s) and over the contracted time.
- B. demonstrate how their management courses relate to professional work experiences.
- C. critique the training and learning experiences received from the supervisors and work colleagues at the contracted internship site location(s).

V. Expectations of Students:

- A. Secure or be assigned a suitable internship position.
- B. Work with representatives of the Department of Management and Marketing and the sponsoring organization to design an approved plan of duties.
- C. Completion of Internship Agreement with appropriate signatures.
- D. Work actively and responsibly to complete the requirements of the approved program.
- E. Complete all specified assignments when due.
- F. Maintain a record of activities completed.
- G. Submit a final written report/document and/or take an oral examination.

VI. Course Content or Outline:

The plan for experiential learning will be developed and approved by the representatives of the sponsoring organization and the Department of Management and Marketing in consultation with the student. The plan will include a variety of managerial activities and provide the student a broad view of the responsibilities of the manager to whom the student is assigned. The content of the experiential learning plan should be consistent with the Department of Management and Marketing Internship Program Guidelines.

VII. Textbook(s) and/or Other Required Materials or Equipment:

None

VIII. Basis for Student Evaluation:

The student's performance will be determined by the faculty representative of the Department of Management and Marketing mentoring the internship. The final grade will be based on; 1) evaluation of the internship experience submitted by the sponsoring organization and 2) evaluation of the written final report (document) and/or oral presentation by the student. The internship will be graded on a credit/no credit basis.