

Practicum Internship Final Paper

10 pages circa 3500-4000 words

Subjects to Cover

- Description of duties
 - description of typical day
 - principal tasks
 - offices and managers dealt with and in what capacity
- Experience gained
 - specify new types of tasks that you learned
 - what principle(s) did you learn that could apply to other types of tasks
 - persons who taught you particular things with examples
 - persons who taught you general things about particular virtues
 - persons (not named) whose example of vices you also learned from (i.e. not to follow)
- Selling your experience
 - what kinds of tasks, principles, virtues did you learn about in this experience that another employer, either in general business or in a specific business area, would find valuable
 - give a sample excerpt from an eventual cover letter describing the value that this work experience will bring to a prospective employer
- Summary
 - would you have preferred some other type of work experience, and if so what?
 - at this work experience would you have preferred to have been assigned different types of tasks
 - if this work experience was NOT paid, would you have gladly invested the time to do it?
 - would you recommend this internship to other students? in particular job areas or not others?
 - is this internship provider interested in having other UH Liberal Studies students do internships with them, paid or unpaid? Who would the contact person be, with contact info?