



Internship and “Learn & Serve” Program Questionnaire

Why do you want to do an internship?

Identify what areas of knowledge and skills you want to focus on improving during an internship.

Interpreting Authentic Discourse

Reading comprehension

Listening comprehension

Interacting with Native Speakers

Interpersonal speaking (conversations, phone calls, etc.)

Interpersonal writing (letters, emails, etc.)

Presenting Information

Presentational writing (essays, summaries, reports, etc.)

Presentational speaking (oral presentations, videos, etc.)

Improve your cultural understanding

Provide an example product, practice or perspective

Learn about the work place?

Provide a specific example of that what you'd like to learn

Other

Provide a specific example of that what you'd like to learn

Are you ready for an internship?

How much time per week can you devote to it?

What relevant courses or other training have you completed?

What other relevant personal or professional experience do you have?

What is your ideal host organization?

What kind of work and work environment are you interested in? Describe an ideal host organization in 2-3 sentences.

What are three potential host organizations?

Visit careers.kennesaw.edu/students/handshake.php to see listings for internships and co-ops, or you may already have some host organizations in mind.

1. _____
2. _____
3. _____

What are your goals and objectives?

Review your reasons for wanting to do an internship. Identify three to five specific things that you want to practice and improve.

1. _____
2. _____
3. _____
4. _____
5. _____

How will you accomplish these goals and objectives?

What kind of tasks can you do to meet these objectives?

What resources are available at the host organization?

How will we assess your progress?

Identify three to five kinds of assignments that interest you and that are relevant to your objectives. Will you create a portfolio, make weekly reports or blog posts? (What would such assignments include?)

Write and revise an essay? (About what?) Interview coworkers and report about those conversations?

1. _____
2. _____
3. _____
4. _____
5. _____