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Cognitive & Information Sciences

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## Q496 Internship in Professional Practice Final Assignment

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This assignment serves to help you evaluate your total internship experience. It requires you to identify your accomplishments, analyze your progress toward learning objectives, and assess the impact the internship had on your academic, professional, and personal plans for the future. There are three options for completing this assignment. Choose the format that is most appropriate or meaningful from your perspective.

### Reflective Paper Option

Write a reflective paper that includes the following: (Note: you might want to look back over your journal entries before you attempt to write this paper.)

1. Review the learning contract you developed at the beginning of the internship assignment. Write a brief reflection on each learning objective.
  - a. For each goal, write about the following.
    - i. In hindsight, do you think this was a good objective?
    - ii. How well did you achieve this objective? How do you know?
  - b. Did your objectives change during the internship? Please elaborate, telling why and how they changed and showing how you met the new objectives.
2. Where there significant problems or obstacles to successfully meeting your learning objectives? Describe the problem and analyze the source or cause. What solution(s) did you attempt, and with what success?
3. Think about your expectations, perceptions, and attitudes, both now and at the beginning of the internship. In what ways has your understanding of yourself changed? Have you made some significant discoveries about your professional and technical skills, your interpersonal skills, your values, or your interests?
4. Have this internship experience and your reflection upon it led you to confirm or reassess any of your academic, professional or personal goals? Explain.

### Content Oriented Paper Option

Some internship assignments may focus on a particular topic or content area, especially project-based internships, or assignments where the primary responsibilities center on research activities. In these cases, **students may submit a paper demonstrating either their general knowledge on a subject related to the internship, or a focused paper on a particular research project pursued for the internship.** This option might resemble a research paper, where the primary sources are the intern's firsthand experiences with the topic/content area during the internship. Since the format of the paper is dependent on the topic and the structure of the internship, a single set of requirements for this option is impossible to develop. Instead, the following are guidelines for successfully completing the content oriented paper option:

- Students should expect to consult and incorporate citations from published research on the topic.
- Students should explain how their learning objectives (as described in the learning contract) enabled them to build knowledge and skills associated with the topic.
- Students should comment on their intentions for incorporating their knowledge of the topic into future research projects, internship assignments, graduate study, or professional positions.

## Portfolio Option

Create a portfolio of work accomplished and materials developed during the internship. (Note: it would be a good idea to compile materials for the portfolio throughout the internship experience, rather than waiting until the end.)

The portfolio should be organized in the following manner:

1. Refer to the learning objectives described in the learning contract. **For each learning objective**, write a brief summary describing the learning objective, the strategies used to accomplish it, and how that accomplishment is documented in the materials that follow. Then include the supporting materials. In other words, the materials you include in the portfolio should have a direct relationship with one or more of your learning objectives.
2. Portfolio materials might include: documents (electronic and print) you developed during the internship, presentations (electronic or print), computer programs/documentation, materials from training events, photographs, charts and graphs documenting your accomplishments, organizational evaluation forms, or any other materials that accurately and comprehensively document your experience.
3. Be creative and professional. This portfolio can be submitted in any format (print or electronic) you wish, but make certain it conveys professionalism. A rule of thumb for submitting the portfolio should be, "Would I feel comfortable showing this to a potential employer in a job interview or to a faculty member in a graduate school interview?"