

DEREE COLLEGE SYLLABUS FOR: BAN 4060 INTERNSHIP IN BUSINESS ANALYTICS	
(New course, Fall 2023)	<b>US CREDITS: 0/0/3</b>
<b>PREREQUISITES:</b>	Normally the student will have completed 70 credits before embarking on this module. Formal approval by the Department Head / Program Coordinator / Internship Administrator (as appropriate) is required.
<b>CATALOG DESCRIPTION:</b>	Experiential learning for Business Analytics majors. Students gain on-the-job experience and training as they learn to apply knowledge gained in the classroom to real-life professional situations.
<b>RATIONALE:</b>	The internship in Business Analytics is an opportunity given to students to be placed in a work context. The internship is designed to cover a wide spectrum of curricular approaches and thus connect theory, taught in the College classroom, with the practice in the Greek, as well as international business industries. Furthermore, the internship is designed to encourage reflective learning, as students evaluate theories and concepts learned in class through the lens of their professional experience in the field. The internship is in essence the students' first step to a professional career in data analysis, business intelligence, business process optimization, and modelling and analytics.
<b>LEARNING OUTCOMES:</b>	<p>As a result of completing the Internship, the student should be able to:</p> <ol style="list-style-type: none"> <li>1. Apply vocationally relevant concepts associated with the operational management of information systems resources in a professional setting.</li> <li>2. Formulate a personal development plan based on a critical self-assessment of personal and professional skills and competencies, such as timeliness, ability to complete assignments with a minimum of supervision, team spirit, service attitude, and initiative demonstrated during an internship placement in departments or functions with demand for data analysis in combination with business process automation, business intelligence and machine learning.</li> <li>3. Relate theories and concepts in business analytics with professional practice in multiple business contexts through a critical reflection on the work-based learning internship experience.</li> </ol>
<b>METHOD OF TEACHING AND LEARNING:</b>	<p>In congruence with the teaching and learning strategy of the college, the following tools are used:</p> <ul style="list-style-type: none"> <li>• Class lectures, interactive learning (class discussions, group work), and practical problems solved in class.</li> <li>• The internship in Business Analytics is consistent with the work-based learning (internship) policies and procedures, as described in the Deree Work-Based Learning (Internship) Policies and Procedures.</li> </ul>

	<ul style="list-style-type: none"> <li>• Use of Blackboard site, where the Department Head / Program Coordinator / Internship Administrator (as appropriate) posts notes, instructions, timely announcements as well as additional resources in relation to the Internship course.</li> <li>• Office hours: Students are encouraged to contact the Department Head / Program Coordinator / Internship Administrator (as appropriate), where they can ask questions and discuss Internship issues.</li> <li>• Work-based learning internship in a wide array of business contexts: minimum 180 and maximum 200 working hours (within 3-4 months).</li> </ul>									
<b>ASSESSMENT:</b>	<table border="1" data-bbox="576 590 1440 815"> <tr> <td data-bbox="576 590 1092 680">'Critical Incident and Intervention' Report - <b>formative</b></td><td data-bbox="1092 590 1171 680">0%</td><td data-bbox="1171 590 1440 680">Individual, bi-weekly, 500 to 600 words per report</td></tr> <tr> <td data-bbox="576 680 1092 747">Reflective paper – 1<sup>st</sup> <b>summative</b></td><td data-bbox="1092 680 1171 747">60%</td><td data-bbox="1171 680 1440 747">Individual, 2600 to 3000 words</td></tr> <tr> <td data-bbox="576 747 1092 815">Personal Development Planning (PDP) Report – 2<sup>nd</sup> <b>summative</b></td><td data-bbox="1092 747 1171 815">40%</td><td data-bbox="1171 747 1440 815">Individual, 1000 to 1200 words</td></tr> </table> <ul style="list-style-type: none"> <li>• 'Critical Incident and Intervention' Report (individual): Bi-weekly report with identification of 'critical incidents' and recommendations for management intervention in relation to these incidents (500 to 600 words per report) accompanied by daily journal (daily activity log) of the activities the student intern undertakes during the internship.</li> <li>• Internship Provider evaluation of the student-intern performance of tasks and overall professional demeanor. This occurs by using the Work-Based Learning Evaluation Forms included in the Internship Policies &amp; Procedures Document.</li> <li>• Personal Development Planning Report: The student uses the work-based learning internship experience and the Internship Provider evaluation as the basis for reflective learning in terms of his/her personal development. The student should provide a brief report incorporating a personal self-assessment of skills, competencies and areas for improvement and an action plan for the further development of professional skills and competencies. Grading of the PDP report takes the Internship Provider evaluation into account in terms of the level of consistency between the Internship Provider evaluation and the student's reflection upon his/her evaluation.</li> <li>• Reflective Paper (individual): After the completion of the internship, the student must write a reflective paper, integrating his/her experiential learning from the internship placement with the theories taught in class concerning the logistics and supply chain industry. The paper should include management recommendations based on the student intern's evaluation of professional practice.</li> </ul> <p>The Reflective Paper tests Learning Outcomes 1 and 2.    The Personal Development Planning (PDP) Report tests Learning Outcomes 2 and 3.</p>	'Critical Incident and Intervention' Report - <b>formative</b>	0%	Individual, bi-weekly, 500 to 600 words per report	Reflective paper – 1 <sup>st</sup> <b>summative</b>	60%	Individual, 2600 to 3000 words	Personal Development Planning (PDP) Report – 2 <sup>nd</sup> <b>summative</b>	40%	Individual, 1000 to 1200 words
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<b>READING LIST:</b>	<p><b>Required material</b>    Getting your Ideal Internship: Information Technology, WetFeet Publisher, January 2012.</p> <p><b>Further reading</b>    Bitner, M. J., Brown, S. W., and Meuter, M. L. (2000), "Technology Infusion in Service Encounters", Journal of the Academy of Marketing Science, 28(1), 138-149.</p>									

<b>COMMUNICATION REQUIREMENTS:</b>	Use of appropriate English, both oral and written.
<b>SOFTWARE REQUIREMENTS:</b>	Blackboard, MS Office
<b>WWW RESOURCES:</b>	<p><a href="https://www.tandfonline.com/doi/full/10.1080/10618600.2017.1384734">https://www.tandfonline.com/doi/full/10.1080/10618600.2017.1384734</a></p> <p><a href="https://towardsdatascience.com/">https://towardsdatascience.com/</a></p> <p><a href="https://www.python.org/">https://www.python.org/</a></p>
<b>INDICATIVE CONTENT:</b>	<ul style="list-style-type: none"> <li>• Apply coding skills, statistical knowledge, analytical techniques, and business acumen to address business challenges and problems</li> <li>• Work with various departments and functional business areas to develop and promote the use and application of business analytics across the enterprise</li> <li>• Analyze business and data requirements to evaluate or develop decision models</li> <li>• Communicate to stakeholders insights and recommendations in visual reporting formats</li> <li>• Assist in the development of policies and procedures</li> <li>• Prepare technical documentation</li> <li>• Support the business in harnessing data to create value.</li> </ul>