

DEREE COLLEGE SYLLABUS FOR:	
IB 4046 INTERNATIONAL BUSINESS INTERNSHIP (Previously IB 4646) US CREDITS: 0/0/3 (Updated Spring 2017)	
PREREQUISITES:	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.
CATALOG DESCRIPTION:	Work-based experiential learning in international business and related organizations. Students gain on-the-job experience and training as they learn to apply knowledge gained throughout the program to real life professional situations.
RATIONALE:	The internship in international business is considered an indispensable tool, in which students are placed into a work context, in an effort to demonstrate a critical appreciation of the international business environment and what it means to work for an international company or international organization. The internship-placement is designed to connect theory taught throughout the program, with professional practice in international business. Furthermore, the internship-placement is designed to encourage reflective learning, as students evaluate their own personal competencies, as well as theories and concepts learned, through the lens of their professional experience in the field. The internship is in essence the students' first step to an international career.
LEARNING OUTCOMES:	As a result of completing the Internship, the student should be able to: <ol style="list-style-type: none"> 1. Apply vocationally relevant concepts associated with the operational management of an international business in a professional setting. 2. Formulate a personal development plan based on a critical self-assessment of personal and professional skills and competences, such as timeliness, ability to complete assignments with a minimum of supervision, team spirit, service attitude and initiative demonstrated during an internship-placement in a logistics and supply chain department or organization. 3. Relate theories and concepts in international business with the professional practice in the industry through a critical reflection on the work-based learning internship experience.
METHOD OF TEACHING AND LEARNING:	In congruence with the teaching and learning strategy of the college, the following tools are used: <ul style="list-style-type: none"> • Use of Blackboard site, where the Internship Administrator posts notes, instructions, announcements as well as additional resources in relation to the internship-placement. • Office hours: Students are encouraged to contact the Internship Administrator, where they can ask questions and discuss Internship issues. • The international business internship is consistent with the work-based learning (internship) policies and procedures, as they have been described in the DEREЕ Work-Based Learning (Internship) Policies and Procedures. • Professional seminars and workshops: Seminars organized and delivered by the School of Business faculty on professional conduct, ethos, standards in international business and international organizations; workshops on interviewing skills, drafting of CV, presentation skills delivered in cooperation with the Office of Careers Services. • Work-based learning internship: Minimum 180 and maximum 200 working hours (within 3-4 months).

<p>ASSESSMENT:</p>	<table border="1" data-bbox="678 170 1474 464"> <tr> <td data-bbox="678 170 1149 254">'Critical Incident and Intervention' Report (Individual, bi-weekly, 300 words) - formative</td> <td data-bbox="1153 170 1227 254">0%</td> <td data-bbox="1230 170 1474 254">Individual, bi-weekly, 500 to 600 words per report</td> </tr> <tr> <td data-bbox="678 258 1149 342">Presentation of Internship Experience, Lessons Learned and Reflective Paper (individual) - formative</td> <td data-bbox="1153 258 1227 342">0%</td> <td data-bbox="1230 258 1474 342">Individual</td> </tr> <tr> <td data-bbox="678 346 1149 401">Reflective paper – 1st summative</td> <td data-bbox="1153 346 1227 401">60%</td> <td data-bbox="1230 346 1474 401">Individual, 2600 to 3000 words</td> </tr> <tr> <td data-bbox="678 405 1149 464">Personal Development Planning (PDP) Report – 2nd summative</td> <td data-bbox="1153 405 1227 464">40%</td> <td data-bbox="1230 405 1474 464">Individual, 1000 to 1200 words</td> </tr> </table> <p data-bbox="678 520 1490 636">The formative 'Critical Incident and Intervention' Report aims to support students in the writing of the reflective paper. The formative 'Presentation of Internship Experience, Lessons Learned and Reflective Paper' aims at providing feedback to the student.</p> <p data-bbox="678 663 1490 747">The Reflective Paper tests Learning Outcomes 1 and 2. The Personal Development Planning (PDP) Report tests Learning Outcomes 2 and 3.</p> <p data-bbox="678 779 1490 894">The final grade for this module will be determined by averaging all summative assessment grades, based on the predetermined weights for each assessment. Students are not required to resit failed assessments in this module. Failure to pass the module results in module repeat.</p>	'Critical Incident and Intervention' Report (Individual, bi-weekly, 300 words) - formative	0%	Individual, bi-weekly, 500 to 600 words per report	Presentation of Internship Experience, Lessons Learned and Reflective Paper (individual) - formative	0%	Individual	Reflective paper – 1 st summative	60%	Individual, 2600 to 3000 words	Personal Development Planning (PDP) Report – 2 nd summative	40%	Individual, 1000 to 1200 words
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<p>INDICATIVE READING LIST:</p>	<p>REQUIRED MATERIAL:</p> <ul data-bbox="678 982 1490 1041" style="list-style-type: none"> • Sweitzer, H. and King, M. (2008) <i>The Successful Internship: Transformation and Empowerment in Experiential Learning</i>, Cengage. 												
<p>RECOMMENDED MATERIAL:</p>	<p>A. BOOKS</p> <ul data-bbox="678 1157 1490 1360" style="list-style-type: none"> • Marx, E. (1999) <i>Breaking through culture shock: what you need to succeed in international business</i>, London: Nicholas Brealey. • Neugebauer, J. & Evans-Brain, J. (2009) <i>Making the most of your placement</i>, Los Angeles: Sage. • Thomas, D. C. & Inkson, K. (2003) <i>Cultural intelligence: people skills for global business</i>, San Francisco: Berrett-Koehler. <p>B. ARTICLES</p> <ul data-bbox="678 1482 1490 1696" style="list-style-type: none"> • Matthew, S., Taylor, R. & Ellis, R. (2012) "Relationships between students' experiences of learning in an undergraduate internship program and new graduates' experiences of professional practice", <i>Higher Education</i>, 64(4), 529-542. • Moghaddam, J. M. (2011) "Perceived effectiveness of business internships: Student expectations, experiences, and personality traits", <i>International Journal of Management</i>, 28(4), 287-303. 												
<p>INDICATIVE MATERIAL: (e.g. audiovisual, digital material, etc.)</p>	<p>REQUIRED MATERIAL: N/A</p> <p>RECOMMENDED MATERIAL: N/A</p>												
<p>COMMUNICATION REQUIREMENTS:</p>	<p>Use of proper English, both oral and written.</p>												

SOFTWARE REQUIREMENTS:	Blackboard, MS Office, search engines
WWW RESOURCES:	<p>Useful sources include:</p> <p>www.cnbc.com www.bloomberg.com www.economist.com www.bbc.co.uk/news/business/ http://europe.wsj.com/home-page www.ft.com www.reuters.com http://europa.eu/index_en.htm http://europa.eu/institutions/index_en.htm http://europa.eu/agencies/index_en.htm</p>
INDICATIVE CONTENT:	<ol style="list-style-type: none"> 1. Introduction to experiential learning 2. Career opportunities in international business and organizations 3. Preparing for the internship 4. Selecting the appropriate internship 5. Networking: Establishing internship relationships 6. Ending an internship and preparing the next career step