Common Compulsory

SD3192 Internship

Programme-specific compulsory[1]

Level	3
Credit value	3
Contact hours	6

Pre-requisites

Nil

Co-requisites

Nil

Exclusions

Nil

Objectives

The Internship is a compulsory[1] Work-Integrated Experience (WIE) subject to be taken during the Year 2 or Year 3 summer, for a minimum duration of 8 weeks. It aims to provide students with an opportunity to take up an actual job and gain work experience in a professional design environment. Students will develop a basic appreciation of daily design business operation and real-world industry contexts. Through exposure to professional dynamics, students will be brought to consolidate their intended career path.

Intended learning outcomes

Upon completing the subject, students will be able to:

Professional skills

1 apply skills learned at University to professional design practice contexts
2 critically contextualise social, cultural, and financial constraints to formulate appropriate proposals in response to commercial design project briefs
3 network within the design industry's working environments to complete design proposals
4 appreciate the broader scope of design development processes, from business operation and administration, to project management and design execution
5 document professional work experience for integration in a personal portfolio ofworks

Transferrable Skills

6 manage personal time and demonstrate professionalism in work contexts including organisational skills, operational acumen, team participation, and creative contribution
7 contribute to multi-disciplinary professional teams under the supervision of business managers and construe the value of such experiences to personal development

Subject synopsis

The Internship exposes students to:

- the nature of actual design business situations and environments
- the reality of constraints within the various design approaches
- the daily operational and administrative processes of design projects
- the management and execution of creative design development processes from brief to documentation, through research, testing, presentation, etc.
- the professional dynamics of team building
- the experience of negotiating one's own salary as an indication of one's professional value

[1] For BA (Hons) in Social Design students, SD3192 Internship is an elective subject.

Teaching and learning methods

Activity	Purpose
Internship Coordinator briefing	To brief students on the Internship subject's aims, synopsis, intended learning outcomes, business-specific constraints, and hirers' expectations. The coordinator will also tutor students' editing of the internship report.
Internship	To brief students on business-specific constraints, project objectives and work expectations. The workplace supervisor will also supervise the student's progress and assess his/her performance.
Internship report	To provide students with an opportunity to reflect on their junior design practice, integrate real-world knowledge and summarise the professional experience gained.

Note: Students are required to identify a potential design firm matching their future career path preferences and obtain approval from the internship coordinator prior to taking up an internship.

Assessment methods

			Learning outcomes to be assessed						
	Assessment task	Weighting	1	2	3	4	5	6	7
1	Workplace supervisor's report	35%	•	•	•	•	•	•	•
2	Student's internship report	65%	•	•	•	•	•	•	•
	Report Contents (45%): - Detailed description of learning objectives and experiences - Application of transferable knowledge and skills learnt in class - Work experience log/journal and samples of work undertaken - Self-evaluation and critical reflections (min. 1000 words) - An updated resume Report Visual Presentation (20%): - Layout/formatting - Organisation/flow - Visual aesthetics								
	Total	100%							

Purposes	
Workplace supervisor report	To provide the School with a professional account and assessment of the student's work performance, including organisational skills, operational acumen, team participation, and creative contribution.
Student internship report	To assess the student's ability to apply skills learned at University to professional design practice contexts. A detailed description of learning experiences with critical reflections will go to help assess professionalism, including organisational skills, operational acumen, team participation, and creative contribution.

Note: the student has to submit and pass the report of both components in order to pass the subject.

Student study effort expected

		hours
	Class contact	
1	Faculty briefing	6
	Other student study effort	
2	Internship (8 weeks x 5-day x 8-hr days)	320
	Total student study effort	**326**

References

Ash-Worth, P. & Saxton, J. (1992). *Managing work experience*. London: Routledge.

McGee, P. (1997). *Writing CVs that work*. How to Books.

Douglas, A., & O'Neill, S. (2000). The essential work experience handbook. Dublin: Gill & Macmillan.

Sweitzer, H., & King, M. (2019). The successful internship: Personal, professional, and civic development in experiential learning (Fifth ed.). Boston, MA, USA: Cengage.