



CIEE Taipei, Taiwan

Course name:	Organizational Internship
Course number:	INSH 3002 CTAI
Programs offering course:	Taipei Communications, Business and Political Economy Taipei Intensive Chinese Language and Culture
Language of instruction:	English & Mandarin
U.S. Semester Credits:	3 semester hours
Contact Hours:	45 (min. of 135 hours including internship and academic activities)
Term:	Fall 2019

Course Description

CIEE students with advance proficiency in the Chinese language may choose the organizational internship project, which also provides a unique structured work assignment coupled with academic activities. While working at the internship site will enable you to gain experience at a local organization and enhance your language and culture learning through more interaction with people in different fields and working environments, the academic component will provide the adequate mechanism for the assessment of your learning and assist you in gaining greater understanding of a particular issue area related to your work experience.

Students doing this project need to record their experiences in a journal, which is evaluated weekly, and complete a research paper that describes what they have learned during their experience at the organization. Pre-approval must be obtained from the Resident Director and the home institution study abroad advisor.

A student enrolled in an Organizational Internship project will interact with several key players while he or she is abroad:

- a) The Resident Director (RD) or CIEE Internship Supervisor
- b) The On-Site Course Instructor or Academic Advisor for a specific internship assignment
- c) The Internship Sponsor
- d) The Mentor

Learning Objectives

1. To utilize the language learned in an authentic working environment so that to enhance the general comprehension of the language and culture.



2. By completing this course, students will be able to professionally interact with local colleagues and prospective employers.
3. Learning practical working experiences.

Internship Tasks

To be determined in consultation with Internship Sponsor

Internship Hours

Min. 135 hours and 160 hours max. <should come up with particular hours for each item in the final draft of the syllabus>

The above hours includes:

90-130 hours working at the internship site

10-12 hours meeting with the Academic Advisor

3-4 hours meeting with the Mentor

25-30 hours working on academic assignments _____ Total Hours

Course Prerequisites

Four semesters of college Chinese language classes taken prior to arrival in Taiwan or equivalent (as indicated by the result of placement test).

Methods of Instruction

N/A

Assessment and Final Grade

Journal	15%
Weekly Meetings	15%
On-the-job	15%
Performance	
Oral Presentation	15%
Papers	40%
Total	100%

Course Requirements

10 hours meeting with the Academic Advisor

Submit journal/time sheet for the duration of the internship

Average 110 work hours at the internship site (10 hours/week for 11 weeks)

Oral Presentation



Attendance and Class Participation

No absenteeism and no lateness at work

Important Weeks

Week 1: Internship interview and final registration

Week 2: Student and advisor agree on a general topic and identify preliminary research questions / 10 hours working at the internship site

Week 3: 10 hours working at the internship site

Week 4: 10 hours working at the internship site

Week 5: 10 hours working at the internship site

Week 6: 10 hours working at the internship site

Week 7: 10 hours working at the internship site

Week 8: 10 hours working at the internship site

Week 9: 10 hours working at the internship site / Review and reflection

Week 10: Student discusses with Advisor what the paper will include and how will it be organized /10 hours working at the internship site

Week 11: Student submits 1st draft of paper /10 hours working at the internship site

Week 12: Student submits 2nd draft of paper /10 hours working at the internship site

Week 13: Oral Presentation and submitting final paper

Course Materials

Readings

Amy C. Liu. Taiwan A to Z: The Essential Cultural Guide. Taipei: Community Services Center, 2009. Print.