

Catherine Holmes
holmesc@cofc.edu

Office: Porter's Lodge, Room 202
Hours: By Appointment

English 495: Field Internships in the Major

Overview and Objectives:

The OAKS course works as a companion to your field internship. In addition to the 100 hours (minimum) you will log at your internship site, you will also be completing our online course which involves readings, discussion posts, a paper, final evaluations, and a portfolio of relevant supplemental materials. All of these requirements are explained more specifically in the sections below and in your OAKS course. Your goal is to process your internship experience with other interns by reading relevant articles and sharing on-the-job experiences in discussion posts. My hope is that the OAKS course gives you space for critical thought and personal/professional reflection as you move toward a future career.

Course Texts:

All texts will be accessible online. See specific course units in OAKS for linked articles

Grading:

Reading Response/ Discussion Posts	50%
The Issue Paper	25%
Supplemental Materials and Evaluations	25%

Reading Response / Discussion Posts

As you can see, discussion constitutes a full half of the grading requirement for this course. You can interpret this in two ways: first, my goal is not to load you up with excessive reading and paper writing when you are already working 100 hours at a job site. Discussions are an easy way to help you process your experiences without demanding too much of your time. That said, you may also want to consider how important these discussions must be if they are worth a full half of the course! There are deadlines involved for each unit, which means that you will have to post and respond to other posts by a certain date. The window for discussion closes after each unit deadline, and you will not be allowed to post late. Also, your original posts and response posts should be substantive. For the most part, our discussions will be informal, but the same rules of writing in any English class apply here—consider your audience, be specific, and use your strong critical thinking and analysis skills to tell us something of value.

There are 5 Units in this course. You will be responsible for composing **one original post and responding to two other posts** in each unit. This means that, at a minimum, you will be writing at least 3 posts per unit. You are certainly welcome to write more! Units 2 and 3 have readings attached. This means that you will be responding to reading material in many of your discussion posts. See the Overview under each Unit in OAKS for more details

The Issue Paper:

A 4-6 page paper that identifies an issue or controversy that has arisen out of your internship experience. A wide variety of topics are possible. All papers must include a clear and focused statement of the issue or controversy, the relevance of the issue or controversy to your workplace, and an analysis of the controversy. You should incorporate **three outside sources** to help you make your case. See the description and examples in OAKS for more details.

Supplemental Materials / Evaluations:

During the last week of our online course (which may or may not correspond with the end of your internship) you will be submitting supplemental materials and a series of evaluations. The materials will vary from internship to internship, but basically, it's a collection of anything that can help me (your evaluator) get a better sense of the kinds of work you've been doing at your internship. This may mean articles written or edited, clippings, database entries, contact lists, memos, letters, charts, strategic plans etc., It may be helpful to write a 1-2 page introduction to these materials so that I can better understand their place in your internship experience.

You will also be submitting your evaluations (a self-evaluation and an evaluation of your internship site). These will only be viewed by me. Additionally, you will print out the site-supervisor evaluation form for your "boss" to evaluate you. This form should be mailed, faxed, or emailed to me by the end of the semester.

Other Advice:

Try to think of this course as something that can help augment your internship experience rather than the nuisance of making the internship count for credit! As mentioned, I've tried to keep the workload to a minimum, and I hope that the discussions, Issue paper, and end-of-the-semester materials will provide you with a means to reflect and collect your experiences so that you may spin them into the best possible answer for a future interview question. After this course, you will have some materials you might show to future employers as well as strong language and ideas to help you frame what was significant about your internship.

Please don't hesitate to contact me with further questions or concerns.

Good luck!