Northwest Arkansas Community College
Business and Computer Information Systems Division

Discipline Code
BADM

Course Number
2703

Course Title
Internship Experience

Catalog Description
(F, S, SU) This course will develop the student's knowledge and skills while working in a business environment that further enhances the student's business understanding and expertise. Students will apply classroom concepts and identify knowledge, skills, and abilities needed for future employment. This course is only for students pursuing an A.A.S. or TC in Business, A.A.S in Computer Aided Design, or a CIS degree or TC which has this course as a requirement. Students must be registered for course by first day of the semester. Students must also be in sophomore standing and have a minimum of 24 credit hours in specialized degree area.

Prerequisites
BCIS Division Approval.

Credit Hours
3 Credit Hours

Contact hours
45 contact hours

Load hours
3 Load hours

Semesters Offered
Fall, Spring & Summer

ACTS Equivalent
None

Grade Mode
A-F

Learning Outcomes
Students completing this course will:

- Apply particular core concepts and ideas from course work to a non-classroom-based experience.
- Discover more about his or her personal field through experiential learning and reflection.
- Attain key skills and competencies required through a specific vocation.
- Analyze and demonstrate an understanding of a discipline-specific organization's communication in terms of its rites, rituals, culture, mission, and leadership.
- Create and present effective business communications and presentations
- demonstrate an understanding of personal aptitudes and practice management skills utilizing the concepts and theories developed during the educational experience.
- Analyze key operational issues at that site and have experience in solving work-related problems.
- Formulate recommendations to solve work-related problems by taking an active and engaged role within the organization.

General Education Outcomes Supported
- Students develop higher order thinking skills.
- Students gain greater awareness of cultural perspectives.
- Students can write clear, coherent, well-organized documents, substantially free of errors.
- Students can develop effective oral communication skills.
- Students can achieve mathematical literacy.
- Students can use computers proficiently.

Standard Practices

Topics list
The Internship Experience is not a typical college class. Most work will be completed on the job site. Students are expected to treat an internship just like it is a job—many times, it may turn into a permanent position.

Learning activities
On-the-job assignments given by employer during the internship. Students are required to work 120 hours in their internship over the course of the semester.

Assessments
Written assignments, portfolio, quizzes, presentation, and external evaluation submitted by employer.

Grading guidelines
A = 90-100
B = 80-89
C = 70-79
D = 60-69
F = 59 & below