RPTS 484: Professional Internship (Spring 2015)

PREREQUISITES
At least 15 credits of RPTS coursework (for RPTS minors, 6 prior credits required); overall GPA of at least 2.0; GPA of at least 2.25 in RPTS classes. Successful completion of RPTS 311, 340 and 481. CDEV majors must successfully complete RPTS 308, 311, 340, 408 and 481 prior to their internships.

INSTRUCTOR
Susan G. Scott, Lecturer and Internship Coordinator
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COURSE DESCRIPTION
This class provides a unique opportunity for students to apply course concepts in a professional environment. The course also affirms and builds upon classroom learning about management, marketing, finance, and technologies for staging experiences in organizations that provide recreation, park, and tourism experience offerings.

Students will work in a paid or unpaid position with an organization related to community development, recreation, tourism, event coordination, natural resource management and/or parks. A minimum of 400 hours of work is required; these hours can include training and orientation periods related to the position.

A manager or other employee of the host organization must agree to serve as a supervisor and mentor for the student intern. This person will insure that the student receives training, orientation, on-going direction and guidance as needed. In addition, the supervisor must agree to complete a mid-internship evaluation of the student’s performance, followed by a final evaluation when the 400 hours have been completed.

CREDIT HOURS
Six credits are required in the RPTS and CDEV degree plans.

COURSE OBJECTIVES
As part of the professional internship expectations, students will be able to:

1. Demonstrate the ability to contribute to the work of a company, agency or organization in a professional manner.
2. Analyze the effectiveness of management and marketing practices.

COURSE ASSIGNMENTS
In addition to 400 hours of work in a professional setting, students will:

1. Write four reports which require reflection upon the workplace and the student’s efforts, as well as aspects of an organizational assessment. Written assignments will be evaluated in terms of English usage, clarity, correctness of content, rigor, and quality of evidence provided in support of assertions. The reports should be submitted via eCampus, according to the instructions and due dates below (also on eCampus). Grades will be posted on eCampus.
2. Create a web page which describes their internship experience.
GRADING
Report #1 10 (due Feb. 6)
Report #2 10 (due Mar. 2)
Report #3 10 (due Apr. 6)
Webpage 10 (due Apr. 30)
Report #4 10 (due May 4)

Mid-Term Self-Evaluation 2 (due Mar. 2)
Mid-Term Supervisor’s Evaluation 20 (due Mar. 6)
Final Self-Evaluation 3 (due May 4)
Final Supervisor’s Evaluation 25 (due May 8)
Total Possible Points 100

Note: If the due dates above do not match your work schedule, e-mail an alternate schedule to Mrs. Scott for review/approval. The first report should be written when you’ve worked close to 100 hours; Report #2 & Mid-Term Evaluations should occur at around the 200 hour mark; Report #3 at 300 hours; Report #4, the webpage and Final Evaluations should be done close to the end of your 400 hours of work.

Incomplete Grades: If you will not be finished with hours and assignments in time to submit everything by May 8th (to facilitate on-time grade submission on Howdy), e-mail Mrs. Scott to request an Incomplete and indicate the due date by which all work will be submitted. Once the work is graded, a Grade-Change form will be submitted to the Registrar.

THE AGGIE HONOR CODE
Students are reminded to support the Aggie Honor Code: *An Aggie does not lie, cheat, or steal, or tolerate those who do.* The Honor Council Rules and Procedures can be reviewed at http://aggiehonor.tamu.edu. Consistent with Texas A&M University regulations, scholastic dishonesty (e.g., obtaining information from unauthorized sources; plagiarism; fabricating information) will result in the student being given a grade of F in the course. To plagiarize is to present someone else's words or ideas as your own. You are committing plagiarism if you copy another person's work and claim it as your own, even if you have the permission of the person from whom you copied. Plagiarism is a serious violation of trust among colleagues.

THE AMERICANS WITH DISABILITIES ACT
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For additional information visit http://disability.tamu.edu.