

## Project-oriented Internship (15 ECTS)

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| Title               | Project-oriented Internship (15 ECTS)  |
| Semester            | F2023  |
| Master programme in | Virksomhedsstudier / Virksomhedsledelse / Business Administration and Leadership |
| Type of activity    | Project oriented internship  |
| Teaching language   | English  |
| Study regulation    |  |

### REGISTRATION AND STUDY ADMINISTRATIVE

|                              |  |
|------------------------------|--|
| Registration                 | Internships: Read about project-oriented internships at the <a href="#">intranet</a> |
| Number of participants       |  |
| ECTS                         | 15   |
| Responsible for the activity | Margit Neisig ( <a href="mailto:neisig@ruc.dk">neisig@ruc.dk</a> )                   |
| Head of study                | Margit Neisig ( <a href="mailto:neisig@ruc.dk">neisig@ruc.dk</a> )                   |
| Teachers                     |  |
| Study administration         | ISE Registration & Exams ( <a href="mailto:ise-exams@ruc.dk">ise-exams@ruc.dk</a> )  |
| Exam code(s)                 | U60031GB   |

### ACADEMIC CONTENT

|                   |  |
|-------------------|--|
| Overall objective | <p>The project-oriented internship allows students to acquire first-hand knowledge about academic practices at the relevant labor market and tests their academic qualifications in relation to the work functions they are expected to undertake upon graduation.</p> <p>The project-oriented internship consists of a stay with a relevant employer as well as internship supporting activities that in total sum to 400 hours work. The student is responsible for securing the project-oriented internship position and the practical matters associated with the internship.</p> <p>The project-oriented internship must be pre-approved by the board of studies before it is started. The intern's main tasks must be described, and they must lie within the subject area of the programme.</p> |
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| Detailed description of content       | Students are themselves responsible for securing an internship host and for the practical implementation of the internship, including ensuring that their tasks for the internship venue and their obligations to the university are met. The internship must be approved by the Study Board before it is commenced. The student will also be assigned a project supervisor.  |
| Course material and Reading list      | Students develop their own relevant theoretical framework   |
| Overall plan and expected work effort | <p>The total scope of the work associated with an internship corresponds to a half semester, or around 400 hours (divided between approximately 300 hours for the internship host and approximately 100 hours for the university). The intern's main activities must be described, and must lie within the field of the subject.</p> <p>Time spent at internship venue: 305 hours</p> <p>Preparation of and participation in supervisor sessions: 10 hours.</p> <p>Preparation and submission of mid-way report to the project supervisor, by arrangement: 30 hours. The midway report must contain: <ul style="list-style-type: none"> <li>• Reflections on the internship, consisting of a one-page description of the tasks/ activities of the internship venue and the key issues these address, as well as the student's daily tasks in the organisation, plus a two-page reflection describing which of the theories and methods of the subject have been particularly relevant to the work at the internship host so far, and why.</li> <li>• The internship project's issue and problem statement</li> <li>• A draft structure for the internship project (theory, methodology, empirical data, analysis).</li> <li>• A proposal for a minimum of 300 pages of the internship project's overall literature of 650 pages.</li> </ul> </p> <p>Completion of the final internship project report: 40 hours.</p> <p>Preparation for and participation in examination: 20 hours.</p> |
| Format                                |   |
| Evaluation and feedback               | The activity are evaluated regularly regarding the study board evaluation procedure. The activity responsible will be orientated about a potential evaluation of the activity at semesterstart. Se link to the study board evaluation praxis here <a href="https://intra.ruc.dk/nc/for-ansatte/organisering/raad-naevn-og-udvalg/oversigt-over-studienaevn/studienaevn-for-erhvervsoekonomi-og-virksomhedsstudier/arbejdet-med-kvalitet-i-uddannelserne/">https://intra.ruc.dk/nc/for-ansatte/organisering/raad-naevn-og-udvalg/oversigt-over-studienaevn/studienaevn-for-erhvervsoekonomi-og-virksomhedsstudier/arbejdet-med-kvalitet-i-uddannelserne/</a>   |
| Programme                             | <ul style="list-style-type: none"> <li>• Find internship host</li> <li>• Enter into internship agreement</li> <li>• Take part in internship</li> <li>• Prepare midway report</li> <li>• Project supervision</li> <li>• Write internship report</li> <li>• Examination</li> </ul>  |
| <b>ASSESSMENT</b>                     |   |
| Overall learning outcomes             | <ul style="list-style-type: none"> <li>• Having competed an internship, the student will be able to:</li> <li>• demonstrate empirical knowledge of societal subject matters relevant for the host, particularly regarding the subject matter the student chooses to analyse in the assignments for the university.</li> </ul>   |

- critically reflect on how the host organisation functions internally, and how it has organised its tasks, procedures, and decision-making processes that the student has been involved in
- combine academic insights (theories, methods, approaches) from the programme and use these to solve practical issues and tasks for the host.
- argue for the selection of academic literature to shed light on a chosen problem area.
- plan, complete, and deliver concreted tasks commissioned by the internship host.
- work analytical with empirical data
- independently plan and complete deliverables for the university, while working also for the host
- take responsibility and act professionally within the working community

Form of examination

Oral exam based on project oriented internship.

The character limit of the written product is: 26,400-45,600 characters, including spaces.

The character limits include the cover, table of contents, bibliography, figures and other illustrations, but exclude any appendices.

Time allowed for exam including time used for assessment: 30 minutes.

The assessment is an assessment of the written product and the oral performance.

Writing and spelling skills in the report are part of the assessment.

Permitted support and preparation materials for the oral exam: All.

Assessment: 7-point grading scale.

Moderation: Internal co-assessor.

Form of Re-examination

Samme som ordinær eksamen / same form as ordinary exam

Type of examination in special cases

Examination and assessment criteria

- Demonstrate empirical knowledge of the activities and field of the internship venue in relation to business administration and leadership, with particular regard to the aspects that the student chooses to analyse in the project or portfolio product.

- Combine academic insights (theories, methods, approaches) drawn from the study programme and link these with practical issues and tasks at the internship venue.

- Argue for the choice of academic literature to illustrate the chosen issue.

- Perform analytical work with collected empirical data and produce new knowledge.

Individual study portfolio At the end of the third semester, the student submits a reflection on how the programme has influenced the student so far, and how the three semesters have played a role in the student's understanding of the field of business administration. These may be

particular methodological and analytical skills that the student has acquired, theory that has played a special role, or interests that will be of significance for the future thesis.

Exam code(s) Exam code(s) : U60031GB

Course days:

Hold: 1

## Project-oriented Internship - hand-in

|                         |  |
|-------------------------|--|
| time                    | 24-05-2023 10:00 til<br>24-05-2023 10:00 |
| forberedelsesnorm       | ikke valgt                               |
| forberedelsesnorm D-VIP | ikke valgt                               |

## Project-oriented Internship - oral exam

|                         |  |
|-------------------------|--|
| time                    | 01-06-2023 08:15 til<br>30-06-2023 18:00 |
| forberedelsesnorm       | ikke valgt                               |
| forberedelsesnorm D-VIP | ikke valgt                               |

## Project-oriented Internship - oral reexam

|                         |  |
|-------------------------|--|
| time                    | 01-08-2023 08:15 til<br>31-08-2023 18:00 |
| forberedelsesnorm       | ikke valgt                               |
| forberedelsesnorm D-VIP | ikke valgt                               |