

# Work-Based Learning Internship

## FINAL PRESENTATION



### INTERNSHIP TIMELINE

You are Here



Use photos or videos of you at your internship whenever possible

#### I. INTRODUCTION: 3 minutes

- A. Introduce yourself.
- B. Where did you intern?
- C. Who was your Mentor, and what is their title
- D. Describe the process of applying for the internship- how did you prepare (company research, conversations with adults etc.)? What changes did you make to your existing resume? How did you prepare for your interview? Were you nervous? Confident?
- E. Back ground of the Business Site (what is their history, how long have they been in business, what services they offer)

#### II. SITE EXPERIENCE: 3 minutes

- A. Why did you choose this site?
- B. What were your expectations prior to the internship (what did you think your internship would be like)?
- C. Describe the work environment (how many staff work there, do they work in cubicles, on the floor, etc.) What technologies does the business use- were you familiar with it?
- D. Explain what a typical day looks like (or if every day is different, explain why).
- E. Describe your learning objectives with emphasis on the most important learning objective (what were you expected to learn)?
- F. Discuss your accomplishments- describe a situation where you felt a sense of accomplishment. Why was that meaningful?
- G. Describe a specific challenge and how you overcame that challenge. If you didn't have any challenges, explain why.

#### III. CONCLUSION: 2 minutes

- A. What is the single most important thing you learned from your internship experience?
- B. Before beginning your internship, what did you think the career or business was like? How did that change over time if at all?
- C. Do you plan to pursue this career? If not, explain why. If yes, describe your next steps (college, trade school, vocational training etc.) What specific courses if any do you plan to take, and where?

#### IV. QUESTIONS ANSWERS: 2 minutes

Take questions from the Evaluators Audience