



Department of Communication and Theatre  
Internship Report

I. Description of Internship

- A. Brief description of organization you worked for (size, type of organization, where your department fit into the organization.)
- B. Summary of your internship position, duties and responsibilities. Work samples may be submitted to support your description.

II. Evaluation of Internship

- A. Evaluate how you monitored your progress, what help you sought, what you achieved, communication obstacles you faced and how you dealt with them.
- B. Evaluation of communication concepts. List three communication concepts you learned in your communication courses. If possible identify the courses where you learned the concepts. Use these concepts to analyze your internship experience. You may describe one or more of the following:
  1. How the concept was applied at your organization; whether you believe it was applied effectively or how it could be applied more effectively.
  2. Why you don't feel the concept was applied at your organization. Do you agree, or based on your academic studies, do you believe it should be implemented? Support your opinion.
  3. Why you believe the concept was not covered adequately in your communication coursework and how, based on your experience, it could be taught more effectively to prepare students for the "real world."

**###NOTE: Be specific and detailed.###**

The report should be formulated carefully and indicative of thorough analysis. Thirty percent of the total internship grade is accounted for by the report.

The internship report will be written within a week of completing the internship. It must be submitted electronically to Dr. Debbie Chasteen at [chasteend@william.jewell](mailto:chasteend@william.jewell)