School of Social Sciences course summary: Semester 1, 2016
Course code and title: HUMS2000 Arts Internship
Course conveners: Charlotte Smedley and Zarni Jaugietis
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Summary of the course:
This course can be studied in the following specialisations: Criminology, Media (Media Production), Media (Screen and Sound), Media (Comms & Journalism), Media (Public Relations and Advertising).
The HUMS2000 course is an elective in the UNSW Arts & Social Sciences programs and the Criminology major stream in the Bachelor of Psychological Sciences program. It may be taken at the end of a first year of study and offers students work experience in a range of organisations utilising social research and policy and humanities skills.

Note: Students must have achieved a credit level or better average across the courses in their degree. The internship may be included as part of a major stream in the Faculty programs with the permission of the relevant Convener. Potential interns are encouraged to explore and nominate vocational placement sites in collaboration with Zarni Jaugietis, the Program Manager – Student Development. Some students currently employed may find it possible to satisfy their placement requirements at their place of work however placements are not credited retrospectively.

Students interested in pursuing a vocational placement are considered on a first-come-first-served basis and final negotiations must involve the HUMS2000 conveners and the intended organisation

Course Learning Outcomes
1. Upon successful completion of this course students will be able to write a critical-analysis-based essay
2. Upon successful completion of this course students will be able to demonstrate evidence of their active involvement in an organisational action research project
3. Upon successful completion of this course students will have successfully completed a business oriented task within the organisation
4. Upon successful completion of this course students will have identified and detailed the dynamics and complexities of working within an organisation

Assessment
By undertaking these assessment tasks, students are meant to demonstrate progressive learning by planning and being involved in a work based project, which may involve conducting a literature review and gathering data, in order to produce a well-argued essay, which uses a theoretical framework from organisational theory and incorporates insights gained from their vocational placement experience.
Using the experience from their vocational placement students should be able to comment on organisational theory and provide an understanding of the organisational processes and structure they encountered during their vocational placement. While gaining insight into their host organisation, students will be expected to complete the tasks assigned to them by their nominated workplace supervisor. To successfully achieve these tasks, their supervisor is expected to ensure the intern understands the nature of the tasks they have been given.

<table>
<thead>
<tr>
<th>Task</th>
<th>Length</th>
<th>Weight</th>
<th>Learning Outcomes assessed</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assessment 1:</strong> Essay plan summary</td>
<td>750 – 1,000 total word count</td>
<td>15%</td>
<td>An ability to develop their own essay question and use a theoretical framework, which demonstrates an understanding of the requirements of the final task set for this course.</td>
<td>Due day 7 of the vocational placement</td>
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| **Assessment 2:** Organisational essay | 2,000 total word count        | 50%    | The level of their engagement with the relevant organisational theoretical knowledge within its wider interdisciplinary context including their ability to:  

  Demonstrate an acceptable level of information literacy i.e. the skills to appropriately locate, evaluate and use relevant information necessary to conducting an organisational analysis  

  Demonstrate a good organisational analysis to show enterprise, initiative and creativity in presenting the evidence from the vocational placement experience which effectively communicates its ideas within the theoretical framework of organisations. |
| **Assessment 3:** Reflective journal on the placement | 750 – 1,400 total word count | 15%    | Ability to reflect on the overall intern experience in a way which shows an indication of their progress in the perception of the student’s response to their changing environment i.e. from the university to the workplace, the impact of the diversity around them and an awareness of the ethical and social responsibility within the workplace | Due on day 28, which is 2 weeks after the last day of the vocational placement |
| Assessment 4: Host evaluation | 20% | The Host organisation is encouraged to give performance feedback to the students during the placement and provide a written evaluation by the end of the placement period. Students are also encouraged to elicit feedback from the host supervisor as it should be seen as a shared responsibility. | Due after the completion of the placement |

NB: Students are expected to attend the full 105 hours at their host organisation/placement. In the case of absence, because of sickness or similar, the student must advise the course convenors to arrange for an extension of their internship and provide the necessary documentation to support their absence. Full attendance is a requirement and students who fail to attend for 105 hours will be graded at zero if they do not meet the attendance requirement for this course (see [https://socialsciences.arts.unsw.edu.au/students/resources/policies-guidelines/](https://socialsciences.arts.unsw.edu.au/students/resources/policies-guidelines/)).

The full course outline will be available in Moodle in Orientation (O) Week, from Monday 22 February 2016.