

SYLLABUS
PART I
EDISON STATE COMMUNITY COLLEGE
CRJ 291R INTERNSHIP SEMINAR
1 CREDIT HOUR

COURSE DESCRIPTION

Field experience that provides an opportunity for students to mesh theory and practice through supervised work experience in a department or agency. Experiences are discussed and integrated with academic work in weekly seminars. The student completes 120 hours of service at the cooperating organization.

Prerequisite: a minimum of 9 credit hours of CRJ or POA courses, and instructor permission; co-requisite: CRJ 291L.

COURSE GOALS

The student will:

Bloom's Level		Program Outcomes
1	1. Write agency letters and reports.	2
5	2. Create presentations and observe meetings.	2
3	3. Maintain confidentiality when working in the organization.	2,6
4	4. Analyze problems and situations.	4,5
3	5. Practice teamwork inside and outside of the organization.	1,5,7
3	6. Appreciate diversity in the workplace.	9
5	7. Integrate classroom learning with on-the-job experiences.	1,3,5
3	8. Practice working as a team member in the organization.	7
3	9. Demonstrate professional behavior, appearance, and attitude.	7
3	10. Demonstrate punctuality and self-discipline.	3,4
3	11. Accept responsibility for tasks assigned.	5,7
3	12. Build a professional network of contacts to increase employment opportunities.	1,2,4

CORE VALUES

The Core Values are a set of principles that guide in creating educational programs and environments at Edison State. They include communications, ethics, critical thinking, human diversity, inquiry/respect for learning, and interpersonal skills/teamwork. The goals, objectives, and activities in this course will introduce/reinforce these Core Values whenever appropriate.

TOPIC OUTLINE

1. Communication skills
2. Interpersonal skills/teamwork
3. Common challenges and concerns
4. Organizational knowledge
5. Selection and use of resources
6. Professional concerns: quality, commitment to growth, issues, and trends
7. Boundaries and knowledge on the job
8. Ethical considerations
9. Importance of evaluations