

JOUR 593: 3-UNIT INTERSHIP IN LIEU OF GRADUATE PROJECT/THESIS

Please use this email **only** to understand your requirements for earning 3 units of credit in your summer internship/the Apprenticeship to fulfill your final requirement of “internship in lieu of graduate thesis/project” for the one-year masters. You three are the first students to do this! Please read everything below carefully.

You will be reporting to me in regard to the **six** requirements below and *reporting to Dr. Lumsden in regard to the required research paper*. Per the instructions below, you need to get your research paper topic approved by Dr. Lumsden **prior** to the summer internship starting.

Please be aware that normally in the Apprenticeship, only six work samples are required. **However**, because you are in the one-year masters and the Apprenticeship is being used as “internship in lieu of graduate thesis/project”, you are required to meet the same standards as other students in this situation, which means 10 work samples. While you may be required to turn in six samples to the Apprenticeship professor, you need to turn in 10 to me --- the six you will turn into the professor, plus four more. You need to go over this with the Apprenticeship professor before starting the Apprenticeship this summer.

NOTE: IF any of you are assigned an enormous enterprise story that involved deep investigation and took weeks of work, that story would most likely count for more than one work sample. This would be rare and has only happened once in my four years in this position, but it could happen. If it does, reach out to me immediately so I can problem-solve with you regarding the adjusted requirements.

Requirements for 3-unit JOUR 593 internship in lieu of thesis/project

- 1) Meet **in person** with the internship coordinator midway through the semester to provide an update on your progress in the internship.
- 2) Turn in 10 work samples (detailed below). **Five** of these samples are due at the midterm meeting.
- 3) Write a one-page summary of your experience, including information on how many hours you worked, your responsibilities, on-site guidance you received/or did not receive and any other information you think a prospective intern would need to know about this internship.
- 4) Complete the Student’s Internship Evaluation Form.
- 5) Ensure that your on-site supervisor submits the Supervisor’s Internship Evaluation Form to Renee.
- 6) Build an online portfolio that includes a front-page, a sub-page with a résumé and a sub-page displaying work you have completed.

ADDITIONALLY: Write a 15-page research paper on a pre-approved topic related to a current concern around journalism or journalism education. This topic must be pre-approved by the Director of Graduate studies before your internship starts.

Acceptable work samples:

If you are in a writing position at a newspaper or online print news site:

10 articles you have written that have been published in print or on the Web. You can send links to these stories or print them out. They must have your byline on them or you must have the on-site supervisor write a letter confirming the stories are your work. **Please note:** Blog posts may only account for two of these 10 articles, and must be more than opinion-based only (e.g.: include interviews with at least one source). The 10-article requirement may be adjusted in cases of long-form reporting at the discretion of the School Internship and Career Coordinator. Meet with Renee before the midterm date to discuss this if you know you'll be doing heavy enterprise work.

If you are in radio internship at AZPM:

10 samples of learning: web stories and broadcast stories. Please note – transcribing notes for another reporter doesn't count as a work sample. If you are called upon to work on AZ 360 or The Buzz, conducting interviews for those shows or doing research can count for only two of your 10 samples. If you get at the internship and decide you want to be producing, then work samples can be scripts and well as edited film. Discuss this with Renee before the midterm.

If you are a photographer:

10 clips of your published photos. **Please note:** All photographs must be sent with links to where they were published

If you are a designer:

10 clips of your published designs.

If you are a copy editor:

10 copies of raw stories (min. 300 words) accompanied by the edited clips of the published version. Annotated clips should be photocopied at 75 percent to allow room in the margins for brief explanatory notes **or**, if the editing is done in an online system, you may print out the unedited version, then print the edited version and show annotations on the printed edited version. Highlight changed sections. **Listings such as calendar items or sports tabular results are not acceptable.**

If you are doing a broadcast internship a TV station:

10 samples of learning, including: Practice stand ups, scripts you've written, stories you've stacked, packages you produced, editing of film, written web stories. If you do web stories from press releases, you **must** submit the original press release and the one you rewrote with the changes highlighted for this to count as a work sample. **At minimum in a broadcast internship,** you should turn in the following:

1. Two standups
2. Two scripts (full scripts, not vosots)
3. Two stories for the web
 1. It is best of these stories have value add to them (interviewing a source), not just a rewritten press release. Please see clarification about press releases above.
 2. One way to get these stories is to go out with a reporter and when you return from the field, you write the story while they edit the film.

Answering phones on the assignment desk, running the teleprompter or doing floor camera work are all important tasks in a TV station – tasks you may be asked to help with – but those tasks are not accepted as samples of learning for the internship. However, if you have been the cameraperson on a story and your work is broadcast – you filmed the reporter doing the story on a carjacking, for example – the news director can sign off that you were the camera person for the story and you can use two of those to go toward the 10 samples total. ***If you are in your third broadcast internship, a résumé reel is mandatory.***