

COURSE SPECIFICATION DOCUMENT

Academic School / Department:	Social Sciences
Programme:	International History
FHEQ Level:	6
Course Title:	Internship
Course Code:	HST 6902
Total Hours:	160
Timetabled Hours:	45
Guided Learning Hours:	15
Independent Learning Hours:	100
Credits:	16 UK CATS credits 8 ECTS credits 4 US credits

Course Description:

The Internship in History is a student work placement that aims to provide students with the experience of working internationally in related industries.

Students will develop the intellectual, professional, and personal skills that will enable them to function well in a culturally diverse working environment. All internships are supervised by faculty, and all last a minimum of 6 weeks in length and are carried out full time Monday to Thursday/ Friday.

Each student will also complete a series of assessments throughout the internship, such as keeping a written journal of their experience, preparing an internship portfolio, and delivering a final presentation. These assessments have been designed to help the student reflect on the skills they are learning, and the benefits gained from the internship experience, and to help them determine if their current career goals are the correct fit for them.

During the internship, the staff of the Internship Office and a faculty supervisor work closely with each student to ensure that the placement is a successful one. Students' final grades are based on several factors including, written assignments, presentation, and a report from their workplace supervisor which is taken into consideration.

Prerequisites:

HST 5210

75 completed credit hours upon application to the Internship

GPA of 2.75

2 strong academic references

Aims and Objectives:

Internships aim to provide students with experience in History, so that they may make a more informed decision about their career moves and ambitions.

The course will enable students to understand their own strengths and weaknesses in the workplace, work with people from other cultures, and to give them confidence that they can make the step from classroom to workplace comfortably. The programme aims to ensure that students are given genuine responsibility in the workplace, and to measure how they respond to this.

As a result, the overall aim of the internship is to equip the student with the correct skills in order to be better prepared for successfully gaining employment following graduation.

Programme Outcomes:

International History: C6i, C6iii, D6i, D6ii, D6iii, D6iv

A detailed list of the programme outcomes are found in the Programme Specification. This is located at the archive maintained by Registry and found at:

<https://www.richmond.ac.uk/programme-and-course-specifications/>

Learning Outcomes:

By the end of this course, successful students should be able to:

- Demonstrate the ability to gather, organise and deploy complex and abstract ideas and information in order to formulate arguments cogently, and express them effectively in written, oral or other forms.
- Demonstrate the ability to provide critically appraisals of some of the widespread common sense understandings and misunderstandings of the subject area, and the debates and disagreements to which these give rise.
- Demonstrate the ability to act with minimal direction or supervision, to engage in self-reflection, use feedback to analyse own capabilities, appraise alternatives, and plan and implement actions.
- Demonstrate personal responsibility and professional codes of conduct, while taking responsibility for their own work, learning and development, and effectiveness in professional and interpersonal communication.
- Demonstrate flexible skills that translate directly into the workplace, including the ability to plan and manage for changing contexts, audiences and levels of complexity, and advanced group or team work capacities, for example listening, contributing, leading, negotiating and proactively managing conflict as is appropriate.
- Demonstrate the ability to flexibly locate their own normative views and cultural commitments within the practice of research, with a level of autonomy.

Indicative Content:

This will differ from student to student. At the start of the internship the student fills out a learning contract with their workplace supervisor in order to establish what they aim to achieve from the internship experience, and the skills that they would like to work on developing in the coming 6 weeks. The student is then assigned relevant projects by their work supervisor to work on throughout this period.

Assessment:

This course conforms to the Richmond University Internship Assessment Norms approved at Academic Board and located at: <https://www.richmond.ac.uk/university-policies/>

Teaching Methodology:

This is an experiential learning programme, so instead of being taught in a classroom setting, students learn and develop new skills whilst at work and under the supervision of their workplace supervisor. The faculty supervisor acts as mentor and guide during the internship, so rather than teaching from the front, they serve as resource for the student to call upon if they are experiencing any issues in the workplace, or require any other assistance or advice.

The faculty supervisor will provide feedback on the student journals on a weekly basis, in order to help improve the students learning and development. Deadlines are set for journal submissions as well as other forms of assessment.

Indicative Text(s):

- Eijkelenboom, Gilbert. 2020. *People Skills for Analytical Thinkers*. Amsterdam: Mindspeaking.
- Rook, Steve. 2015. *Work Experience, Placements And Internships* / Steve Rook. London: Red Globe Press.

See syllabus for complete reading list

Journals

[Click here to enter text.](#)

Web Sites

[Click here to enter text.](#)

See syllabus for complete reading list

Change Log for this CSD:

Nature of Change	Date Approved & Approval Body (School or AB)	Change Actioned by Registry Services
Revision – annual update	May 2023	
Total Hours Updated	April 2024	