

USC School of Dramatic Arts

THTR 489 - Internship Course, Summer 2023

Grading for this summer term/section begins June 28 and ends Aug. 8.

Instructor/Director of Internships: Meghan Laughlin
Office Phone: 213-821- 2519 (*email preferred*)
Email: mLaughli@usc.edu

This syllabus is for THTR 489 internships with a 2 – 3* unit value

**Students enrolled in the course for 4 units or more will receive a modified version via email.*

Course Description: An internship experience provides the student with an opportunity to explore career interests while applying knowledge and skills learned in the classroom in a work setting. The experience also helps students acquire a better understanding of what they still need to learn and provides an opportunity to build professional networks.

Learning Objectives: The internship will provide students with the opportunity to:

- Gain practical experience within the business environment of various facets of the entertainment industry.
- Acquire knowledge of the industry in which the internship is done.
- Apply knowledge and skills learned in the classroom in a work setting.
- Develop a greater understanding about career options while more clearly defining personal career goals.
- Experience the activities and functions of business professionals.
- Develop and refine oral and written communication skills.
- Identify areas for future knowledge and skill development.

Blackboard Classroom: The Blackboard site is the classroom for this course. Course information and assignments can be found there, and your completed assignments should be submitted there.

Suggested Reading:

Texts are NOT required for the course but the books listed are recommended for any student interested in exploring career theories. These texts offer helpful insights and tools that can be put into practice today. You may find them useful to read concurrently with this experience as part of your pre-professional development.

Brooks, K., [*You Majored in What? Designing your Path from College to Career*](#), NY, NY, 2009, First Plume Printing

- Recommend revised 2017 version, but [USC library](#) has the 2009 edition

- Free audiobook available through [Hoopla Digital](#)

Holiday, R., *The Obstacle is the Way: The Timeless Art of Turning Obstacles into Triumph* New York : Portfolio/Penguin, 2014. *Free e-book*: <https://www.hoopladigital.com/title/11584324>
(and via [Amazon](#))

The requirements of this internship are as follows:

- Enrollment for 2 or 3 units in THTR-489, section 62941D
- 10 to 23 hours of completed work at the internship site (or remotely) per week.
- Completion of an ongoing journal, interview paper, and a final reflection paper.
- One final meeting with your faculty advisor.

ASSIGNMENTS:

On-going Journal Assignment:

Please journal at least once a week following work time devoted to your internship. Include thoughts, reactions and reflections. The assignment is not a chronological account, but rather a tool for reflection about your professional development and education. These journals are confidential, and you should refer to them when writing your final paper.

Midterm Paper - Interview assignment:

Schedule and conduct an interview with a staff member who either does not work in your department or you do not have regular contact with. Think about – who in the organization has a job that interests you? Ask them questions regarding their job description, their responsibilities, how they came to that position, what training and/or education was needed for the job, their previous experience in the field, and the direction they see their position going in the future with this organization (or beyond).

Write a 2-3 page paper summarizing your interview with this individual. The paper should reflect your thoughts and opinions following the conversation, consider the information they disclosed and how this assignment affects your attitude towards your internship. *Interviewing someone outside your internship organization is acceptable - see note* below.*

**If you are working with a small organization (1 - 2 employees) you may look beyond your internship for this assignment. Research companies (and jobs!) on LinkedIn and see if you can set up an informational interview with someone whose career or current position interests you. Ask your internship supervisor for advice/guidance. Perhaps they can make an introduction to someone...?*

2-3 pages, 12 point font, double-spaced.

The interview paper is due by 5:00pm on Monday, July 17. Please upload the paper via Blackboard.

Final Reflection Paper

In your paper, please respond to the following prompts:

1. Reflect and summarize on your overall experience this past semester.
(Thoughts to consider...)

- a. Discuss the challenges and achievements you faced within your position. For challenges, how or did you overcome them?
 - b. What did you find most appealing and engaging about your internship?
 - c. Did the experience change any preconceived notions you began with?
2. Networking is an important and successful key to working in this industry. Did you have the opportunity to create effective relationships with the professionals you encountered and worked with? How do you plan on maintaining these relationships? Any observations on the importance and impact of 'relationships' in this field?
3. How did this position connect with your academic studies and future career goals? What comes next?

3 – 4 pages, 12-point font, double spaced. **Due by 5:00pm Monday, August 7. Please upload assignment via Blackboard.**

Final One on One meeting:

YOU must schedule your final meeting via fullslate on August 9. Access schedule here: <https://uscsda.fullslate.com> (scroll to bottom of page to 'THTR 489 1 on 1 meetings')

Grading

Midterm Interview paper 15%

Final Reflection Paper 20%

1 Meeting/check in with faculty advisor 15%

Evaluation from supervisor 50%

*Final evaluations will be sent directly to your supervisor. When returned, the form will be reviewed by the faculty advisor and shared with the student at the final meeting.

Grading Scale:

The final course grade is determined according to the following scale:

Excellent: A (4) = 100-96; A- (3.7) = 95-90

Good: B+ (3.3) = 89-86; B (3) = 85-84; B- (2.7) = 83-80

Average: C+ (2.3) = 79-76; C (2) = 75-74; C- (1.7) = 73-70

Poor: D (.7-1.3) = 60's;

Fail : F (0) = 59 and below

Excellent = clear understanding of the class material is coupled with original and creative insight

Good = class material has been understood clearly

Average = class material has been generally understood, but gaps in understanding remain

Poor = there are identifiable gaps in the understanding of class material

Failure = gaps in the completion of work is coupled with poor understanding of class materials