

Internship Diary/Evaluation

Department of Media Arts Middle Tennessee State University

Each student is required to maintain a one week diary during the internship period. Select a week well into the internship to be sure you have gained enough experience to make the diary meaningful (fifth or sixth week of a ten week internship, or ninth or tenth week during a fifteen week internship.)

Your second report is an evaluation that should summarize your internship experience in about two pages. Suggested issues to address are:

What were you trying to accomplish during this time? Were there specific areas you determined you needed improvement? (e.g. Interactive skills with employer and or clients? Learning a new piece of equipment? Improving your skills at some task?)

How did you accomplish the above? What steps to take upon yourself, and/or what steps were you asked by your supervisor to take?

What, if anything, would you have changed about your experience, strategies or techniques? Did you feel prepared for this internship?

How were you treated by your employer? Other employees? Other interns? Did you feel your presence was appreciated?

Would you recommend this employer to other interns? Why or why not?

Is there anything you feel the Faculty Internship coordinator should address with this employer?