Media Studies 199: Supervised Independent Study for Internships

Academic Senate regulations do not permit students to obtain units for work experience alone. Students who wish to earn units in conjunction with an internship must complete a supervised reading and writing component. The Media Studies program offers declared majors the option of taking a one or two unit independent study in conjunction with their internships. These units are offered on a P/NP basis only. Students who are interested in signing up for MS 199 should read the sections on Independent and Group Study in the “Earning Your Degree” handbook available in the lobby outside 206 Evans Hall (L&S Advising Office). The following limitations apply:

- Students enrolled in 199 courses must have completed at least 60 semester units and must be in good academic standing (2.0 GPA or higher).
- Credit for all 98, 99, 198, & 199 courses together can not exceed 4 units in a single semester.
- Only a grade of P/NP may be assigned.
- No more than 16 units in total in 98, 99, 198, & 199 courses can be earned and applied to your undergraduate degree.

Media Studies 199 allows you to earn P/NP course credit by writing an essay in which you analyze your media-related work experience with the assistance of current scholarship and theory in media studies. In doing so, your task synthesizes theory and practice, using examples drawn from “real world” work experience to help illustrate theoretical concepts or arguments and explanations.

One Unit Assignment:
Choose one important concept that you have studied in a Media Studies core course or elective. First, define the concept clearly, using relevant scholarship from course readings or outside reading. Do not depend on Wikipedia or Google-type searches for this task. Use scholarly, academic sources. If you have not yet taken any core courses for the major, you should talk with your adviser for ideas about appropriate readings for this assignment. Second, illustrate the concept by either describing an event you observed in the workplace, or discussing a project you were involved in. You may also include information gained from conducting an interview with another individual employed by the company you worked for. Be specific. For example, Pierre Bourdieu in On Television discusses the importance of “the scoop” in shaping television news. Illustrate this concept by detailing a particular broadcast at KTVU’s Ten O’Clock News in which a breaking story was promoted as “exclusive” to the station and was given a lead position in the program.

Two Unit Assignment:
Choose two or three important concepts that you have studied in a Media Studies core course or elective. Define each concept, using appropriate scholarly sources. Illustrate each concept, using examples drawn from observations or experiences in your internship. Try to show the relationship of the concepts to each other. Be specific and explicit. (See above.)

For both assignments:
- Essays should be typed and double-spaced, using a standard typeface and margins.
- Use in-text citations (not footnotes).
- A full bibliography (Works Cited) must be included with your essay.
- You should plan to come in at least once during the semester to discuss the assignment with your adviser.
- Please retain a copy of your essay. The copy that you turn in will remain on file in the Media Studies program.

Due: by the first day of final exams in 258 Evans Hall (in your Faculty Adviser’s mailbox)
Length: 5 pages for 1 unit of P/NP credit
10 pages for 2 units of P/NP credit
The following requirements of the Media Studies program must also be met:

By the last day of the third week of classes:
- Visit your Faculty Adviser to collect the assignment prompt, assessment forms, and a CEC (Course Entry Code) in order to enroll in the course.
- Read the assignment prompt and assessment forms carefully.
- Complete the Internship Assessment: Part I form and return it to your Faculty Adviser.

By the first day of the exam period:
- Complete the one or 2 unit assignment.
- Complete the Internship Assessment: Part II form and attach it to your essay
- Submit both the form and essay to your Faculty Adviser. Retain a copy for your files; essays will remain permanently on file with the Media Studies program.

These deadlines and assignments are not negotiable. Complete all assignments on time to pass this course.

PLEASE NOTE:
Because courses taken to satisfy major requirements for Media Studies must be taken for a letter grade, your work in MS 199 will NOT count towards the 30 upper-division units required for the major. The MS 199 units will count towards the 120 units needed to graduate from the University.

Assignments that are purely descriptive or assignments that are written in a “promotional” style are not acceptable. Papers that merely replicate another assignment from a Media Studies class are also not acceptable. This assignment asks you to think critically, analytically, and synthetically (understanding and illustrating the relationship between theory and practice). These are upper-division university units and will be assigned only for upper-division university quality work. If you have any questions about what this means, you should talk to the adviser well before the due date for this essay.

It is possible to fail (receive a NP grade in) MS 199 for any of the following reasons:
- handing in inappropriate or poor quality work
- failing to complete all assignments by the deadlines
- plagiarizing any part of the assignment

No late papers will be accepted. Incompletes will be given only under extreme circumstances and must be approved prior to the due date (first day of final exams).
Internship Assessment: Part I

- Fall 20____ __ One unit ___Two units
- Spring 20____ Total units in progress this semester: ____________
- Summer 20____

Name of Student Intern: ___________________________________________  Phone: (____) _________________
Address: _________________________________________  City: ___________________ Zip Code: ______
E-mail: ________________________________________________

Name of Sponsoring Agency: _____________________________________________________________________
Address: _____________________________________________________________________________________
Supervisor: ___________________________________________  Her/His work phone: (____) _________________
Date started: __________________________________________  Your work phone: (____) ___________________

Your job title and description of your duties:
_____________________________________________________________________________________________
_____________________________________________________________________________________________
_____________________________________________________________________________________________
_____________________________________________________________________________________________
_____________________________________________________________________________________________
_____________________________________________________________________________________________
How/where did you find out about this internship? ____________________________________________________
_____________________________________________________________________________________________
When and how did you apply? ____________________________________________________________________
_____________________________________________________________________________________________
When did you interview? _______________________________________________________________________
Have you had previous internship experience? If so, what kind? _______________________________________
_____________________________________________________________________________________________
How many hours per week are you required to work? ________________________________
How flexible is your work supervisor about scheduling your hours? ________________________________
How do you get to work (mode of transportation)? __________________________________________________
How long does it take you to get from campus to work? ___________________________________________
Have you encountered any problems with this location? At night? _________________________________
_____________________________________________________________________________________________

OPTIONAL RELEASE CONSENT:
Parts I and II of your internship assessment, as well as your assignment, will be held in confidence—unless you sign
this release form. By signing this release form you are agreeing to allow other students to review this material in
order to make more informed decisions about potential internships. This information will NEVER be released to
intern-sponsoring agencies or to any individual who is not a registered student.

RELEASE (signed): ___________________________ Date: __________________________
Internship Assessment: Part II
(Please attach to your essay and submit by the first day of final exams.)

___ One unit  ___ Two units

Name of Student Intern: ___________________

Name of Sponsoring Agency: ____________________________________________________________________
Address: _____________________________________________________________________________________
Supervisor: _________________________

Dates worked: _______________ to _______________________

Please answer all questions fully and informatively; this is part of your assignment for MS 199.

Were you given a formal company orientation?  If so, please describe ____________________________
___________________________________________________________________________________________

What kind of training did you receive?  Was it adequate for the tasks to which you were assigned? ______________
___________________________________________________________________________________________

What duties were you assigned?  What projects did you work on? ______________________________________
___________________________________________________________________________________________

Were you comfortable with the level of supervision you received? Please explain ________________________
___________________________________________________________________________________________

Given the amount of training you received, were you left to your own initiative too much, not enough, or about the
right amount? _________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________

What skills did you develop or improve in this internship? __________________________________________
___________________________________________________________________________________________

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What were the strong points of this internship? _______________________________________________________
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What were the weak points of this internship? ______________________________________________________
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Please add any additional comments relevant to your internship __________________________________________
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RELEASE (signed): _____________________________ Date: _____________________________