Internship Presentation Guidelines

Presentation time: 30 minutes

Expectations: be interactive whenever possible; use PowerPoint (or similar presentation programs if installed on or presented from a personal laptop computer, e.g. Keynote, etc.), provide handouts, etc.

Internship Report Format:

- Self introduction
- Why you chose this particular agency/organization for your internship
- Purpose of your internship: (your goals & objectives before your left Berrien Springs, MI)
- Introduction of the organization: Mission statement and background of the host organization.
- Project Presentation: An overview of the project/s you worked on during your internship
- Methods, Skills, & Technology Used: Describe the methods, skills, and any new technologies you learned about and/or used to carryout the work or project/s assigned to you.
- Goals & Objective of Internship:

  Did your initial goals and objectives change?

  - If yes, how and what determined the change/adjustment
  - If no, explain

- Results: Discuss the overall results of the internship (intended & unintended consequences). For example, discussion of new insights into the field; challenges in theoretical versus practical application; observations of organizational functions; the interaction between scientists; how this internship has changed your views of the community development field as well as your chosen professional focus; etc.