

GENERAL LEARNING OBJECTIVES

Learning objectives need to be relevant, measurable, and achievable. An intern's goals will include some of the following broad areas:

- Skill development: Learning how to apply classroom theory to the workplace and developing an understanding of the knowledge and skills necessary for success in a specific industry.
- Academic development: Building on classroom learning through the workplace and clarifying future educational needs.
- Personal development: Developing skills in such areas as critical thinking and communications or increasing self-esteem and empathy.
- Career development: Acquiring understanding of the duties and qualifications of an occupation. Learning industry practices and jargon.

EVALUATION

In addition to the development of industry-specific skills and understanding, other aptitudes can be measured, such as:

Did the intern...

- Exercise sound reasoning to analyze issues, make decisions, and overcome problems.
- Articulate thoughts and ideas clearly and effectively in written and oral forms to persons inside and outside of the organization.
- Build collaborative relationships with colleagues representing diverse cultures, races, ages, genders, religions, lifestyles and viewpoints.
- Demonstrate personal accountability and effective work habits, e.g., punctuality, time management, reliability.
- Identify and articulate realistically one's skills, strengths, knowledge and experiences relevant to job options and possible career areas.
- Select and use appropriate technology to accomplish a given task.
- Learn to organize, prioritize, delegate. Use interpersonal skills to achieve common goals.