

Learning Plan

Intern's name: Josephine Hope

Semester: Fall 2008

Internship site: Shoreline Creations

Address of internship site: 123 Main St.

Learning Goals:

Skills, competencies you hope to improve; vocational/professional understanding you seek; academic/personal insights you seek.

1. Learn more about working in publishing: philosophy, the various sides of the business, what skills are required in each, etc.
2. Learn how people work together in a publishing organization.
3. Improve my writing and editing skills and apply what I've learned about good writing to a professional context.
4. Improve my research skills.
5. Improve my computer skills.
6. Assess my interest in and aptitude for publishing as a possible career.

Strategies/Tasks/Resources

How you plan to achieve your learning goals: activities, supervisors, readings, etc.

- A. Reading: Chicago Manual of Style; Opportunities in Publishing Careers; A. Scott Berg, Max Perkins: Editor of Genius; Parker Palmer, Let Your Life Speak.
- B. Personal mentors, resources: internship site supervisor, academic advisor, internship coordinator.
- C. Activities:
 1. Research, write, and copyedit articles for Group Tour Magazine
 2. Participate in staff planning meetings.
 3. Perform other office tasks such as filing and business correspondence.
- D. Reflection
 1. Keep weekly journal reflecting on experiences and readings.

Assessment

How you will know if you have met your goals; how your internship will be evaluated

1. Acceptance and publication of my work.
2. Weekly planning assistance and feedback on my work through staff meetings and meetings with my site supervisor.
3. Ongoing self-assessment through journal and emails.
4. Turn in concluding reflective self-evaluation and portfolio of work at the end of the semester.
5. Concluding evaluations by my site supervisor and the internship coordinator.