

<b>Course:</b>	DMED 530: Internship – 6 credits
<b>Term:</b>	Fall 2023
<b>Delivery Method:</b>	Remote
<b>Instructor:</b>	Susannah Skerl
<b>Email:</b>	<a href="mailto:su_skerl@thecdm.ca">su_skerl@thecdm.ca</a>
<b>Requirements:</b>	Canvas account and report submission

### Course Description

Students will practice what they have learned in the MDM program through the pursuit and/or completion of full-time work experience in the field of digital media. Students learn firsthand the importance of effective job search, interview, networking, communication, collaboration, time management and teamwork skills. Graded on a satisfactory/unsatisfactory basis.

### Course Objectives

The DMED 530 internship synthesizes what has been learned in the MDM program and demonstrates how learning informs practice. Students are required to participate and find work related to digital media. The internship will provide real-world experiences and allow students to continue to develop effective communication, collaboration, project management, and team cooperation skills. The internship is carried out in a workplace, in the digital media industry, or working in digital media in a public/educational/government institution.

Upon completion of this course, students will be able to:

- Demonstrate an understanding for finding a job placement.
- Develop learning objectives related to various job experiences.
- Reflect on work-related experiences and learning objectives.
- Continue to develop effective communication, collaboration, project management, team cooperation, and research-related skills (i.e., academic, market, product, user, etc.).

### Format of the Course

This course will be conducted primarily through remote methods. There may be in-person course components where this is fundamental to the educational goals of the course. Instructors will let students know of the synchronous/asynchronous components of the course at the start of the course. Enrollment in this course acknowledges that remote study may entail different modes of learning, interaction with your instructor, and ways of getting feedback on your work than may be the case for in-person classes. To ensure you can access all course materials and activities, we recommend you have access to a computer with a microphone and camera, and the internet. In some cases, your instructor may use Zoom or other means requiring a camera and microphone to invigilate exams.

During the 13-week internship term, the student receives academic guidance from a faculty supervisor at the Centre for Digital Media. The internship focuses on specific learning outcomes that are developed by the student, by one or more members of the student’s supervisory committee, or by the industry supervisor. This course will involve activities related to pursuing work in the digital media industry (i.e. searching, applying, and interviewing for jobs; day-to-day responsibilities in the workplace; etc.).

### Milestone Report Deliverables

The student must complete four milestone deliverables. Each will build upon the prior in the form of an internship user journey, with three interim reports culminating in a final internship report. The user journey will include the process of finding internships and associated learnings regarding that process, including searching, planning, and tracking progress, and/or the achievement of acquiring an internship (company or venture) and the expected learnings to occur. The student’s progress will be assessed based on the quality of the milestone deliverables, which will be digitally submitted through Canvas.

### Course Deliverables Schedule:

MILESTONE	DUE DATE	SUBMISSION
1	Monday, Sept. 18 11:59 pm PST	Submit (first interim report): <i>Firstname_Lastname-Internship_Journey-1</i>  If started a new internship, also submit: <i>Firstname_Lastname-Internship_Confirmation</i>
2	Monday, Oct. 16 11:59 pm PST	Submit (second interim report): <i>Firstname_Lastname-Internship_Journey-2</i>  If started a new internship, also submit: <i>Firstname_Lastname-Internship_Confirmation</i>
3	Monday, Nov. 13 11:59 pm PST	Submit (third interim report): <i>Firstname_Lastname-Internship_Journey-3</i>  If started a new internship, also submit: <i>Firstname_Lastname-Internship_Confirmation</i>
4	Monday, Dec. 4 11:59 pm PST	Submit (final internship report): <i>Firstname_Lastname-Internship_Report-FINAL</i>  If started a new internship, also submit: <i>Firstname_Lastname-Internship_Confirmation</i>

### Internship Confirmation Form

For each internship secured during the course duration, the student must also submit an internship confirmation form.

**Students are required to submit all course assignments and deliverables via Canvas.**



## Course Ethics Requirements

**You are required to use course ethics to do user/play testing.** Please speak to your supervisor regarding the steps and policies.

## Recommended Readings:

Selected materials (readings, podcasts, films, videos, etc.) will be posted into Canvas.

## Attendance

**Students are expected to complete all milestone submissions on time.** Late submissions will not be accepted without prior arrangement with the course instructor or medical documentation, thus students who are unavoidably absent due to illness or disability should notify their instructors immediately of their situation.

## Grading Profile

**This course is pass/fail** (graded as Satisfactory/Unsatisfactory). Students missing a deadline and/or submitting a substandard report may not receive a passing grade.

If students do not pass and wish to enroll in the continuation of the course in the Spring (DMED 531), they can do so with the permission of the course instructor and MDM Director. Students that pass may also wish to voluntarily continue in the Spring and the grade assigned would then be "In Progress." Note that the grade assigned for DMED 530 will remain on the student's transcript and is not changed based on the grade earned in DMED 531.

**S** Satisfactory performance or better (pass, ungraded)

**U** Unsatisfactory performance

## Tips for Successful Completion of the Course:

- Motivation and attention to detail should be taken seriously throughout the semester. The quality of your reports helps the instructor to clearly understand how you are progressing in your job placement or venture work activities, and ongoing support they can provide to best support you.
- Students are encouraged to make the most of all the resources made available to them, including support from the SFU Career Services team and one-on-one time with their instructor.
- Hand assignments in on time. Extensions will only be granted for medical and emergency reasons. This course is pass/fail, so the importance of this cannot be overstated.

## Written & Spoken English Requirements

English is the official language of the school, and all communication (written and spoken) is expected to be conducted in English. SFU and the MDM Program provide a wide range of free language support for those who require it, and it is up to each learner to seek that support.

## Accommodations

The university accommodates students whose religious obligations conflict with attendance, submitting assignments, or completing scheduled tests and examinations. Please let your instructor know in advance, preferably the first week of class, if you will require any accommodations on these grounds.

The Centre for Accessible Learning (CAL) will make every effort to assist students with disabilities so that they achieve their educational goals.

<https://www.sfu.ca/students/accessible-learning/establishing-accommodations/accommodation.html>

## Academic Integrity: Your Work, Your Success

SFU's Academic Integrity website <http://www.sfu.ca/students/academicintegrity.html> is filled with information on what is meant by academic dishonesty, where you can find resources to help with your studies and the consequences of cheating.

Each student is responsible for their conduct as it affects the university community. Academic dishonesty, in whatever form, is ultimately destructive of the values of the university. Furthermore, it is unfair and discouraging to the majority of students who pursue their studies honestly. Scholarly integrity is required of all members of the university. <http://www.sfu.ca/policies/gazette/student/s10-01.html>

## Inappropriate Use of Technology in Coursework

If you are using generative AI to produce content that will be part of your graded work in the course, you must be transparent about the tools that you use. Undeclared use of the tool/technology will be considered a violation of the academic integrity policy. Be aware that any tool used will require you to evaluate the output for accuracies and be responsible for making the appropriate corrections.

## Graduate Studies Notes

Important dates and deadlines for graduate students are found here: [http://www.sfu.ca/dean-gradstudies/current/important\\_dates/guidelines.html](http://www.sfu.ca/dean-gradstudies/current/important_dates/guidelines.html).

