

# TECHNOLOGY INTERNSHIPS



## Industrial Technology

- Industrial Distribution
- Industrial Management
- Technical Management



## Student Information for Industrial Technology Internships

### Student Benefits:

- Student will gain practical experience to separate themselves from the “crowd.”
- Students will gain a greater sense of responsibility, maturity, and self-confidence.
- Students will gain a better understanding of their strengths and challenges.
- Students will begin to develop networking for future employment.
- Students will have the opportunity to earn money and academic credit.
- Students may have the opportunity for employment with the company after graduation.

*"YOU have the opportunity for employment with the company after graduation" INTERNSHIPS ARE ONE of the most common ways of securing the best jobs on the market.*

- Student will gain an awareness and appreciation of other cultures as they interact with others in new environments.

### Procedure:

- Collect information on companies you may wish to intern with.
- It is your responsibility to find your internship position.
- Check with family, friends, Technology faculty, or others who might have leads.
- Prepare a resume'.
- Obtain the internship materials from the department appropriate to your major.
- Send material by appropriate means.
- Determine objectives of your internship and convey this in your interaction with the company.
- If the company does not have an internship program, but would be willing to develop one, contact your internship advisor.

*The faculty member will assist you in preparing a packet explaining the benefits of internships.*

- Have the internship agreement signed by all parties before beginning work.
- Credit hours for your internship is determined in consultation with your faculty intern advisor.
- Range is 3 to 12 credits in the first 128 credits hours.

### Requirements:

- Complete internship agreement with required signatures and register for TECH 469 Internship
- Complete a daily log and email to intern advisor every two weeks.

*Many company have policies that limit information that may be given out for future employment.*

*Since an internship is an educational experience, companies are more willing to give meaningful recommendations*

- Include examples of work assignments (clear with supervisor first) with your daily log submission on a regular basis.
- Develop a portfolio of internship experiences (check with supervisor on examples) and submit in package at end of internship.
- Meet with employer after they have completed the internship evaluation and sign the form.

*Represent yourself, the Technology Department, and MSU Moorhead well!*