

HIST 495/496 Internship in History Internship Midterm Progress Report and Final Paper

Students serving as interns and registered for HIST 496/496 must submit both a midterm progress report and a final paper regarding the experience.

The Progress Report

This midterm report, which should be 3 to 5 pages in length, should summarize what you have so far done in your work as an intern. Please include both a description of your actual experiences and your initial analysis of your experience. Ask yourself not only what you have been doing but also begin to consider what the significance may be of your accomplishments. You may wish to address any of the following questions: How do the tasks you are assigned assist the site in meeting its objective? Have you encountered any difficulty in accomplishing the tasks assigned to you? Have you made any suggestions to help facilitate the functioning of the organization for which you are working? How have the knowledge and skills you gained in your history courses helped you in your present position? What additional knowledge or skills might have been helpful prior to undertaking your internship? What new knowledge or skills have you gained from your experience? How has the experience served to shape your future career goals?

The Final Paper

In 8 to 10 pages, your final paper should build upon your Progress Report. It should include a full description of the tasks that you completed, but its central concern should be to reflect critically on the influence of your experience on your intellectual, personal, and professional growth. Your paper should include a frank evaluation of your accomplishments and their value for the institution at which you worked. It should discuss the ways in which you drew on previous knowledge and skills to accomplish your tasks and the new knowledge and skills you have gained as a result of your experience. Finally, it should assess the ways in which your internship experience has shaped your career objectives and how you plan to achieve them. In short, the final paper should clearly explain what you accomplished and what you learned about history and about yourself as a historian as a result of those accomplishments.

If you are to receive credit for your work as an intern, both the midterm progress report and the final paper must be thoughtful and well-written and both must be submitted by the declared deadlines.