



Syllabus – B.A. Sociology Internship

***Meetings with preceptor during weeks in bold type.**

Fall Quarter

Objective: Secure Internship + Reflection Memos + Annotated Bibliography

Week 1 – 9/29: Internship application + figure out responsibilities

Week 2 – 10/5: Submit preliminary (pre-work) reflection memo

10/6: Meeting with preceptor (discuss internship details)

Week 3 – 10/12: Submit internship confirmation letter

Week 4 – 10/20: Meeting with preceptor to discuss responsibilities + annotated bibliography

Week 5 – 10/26: Submit Reflection 1 including two annotated journal articles

Week 6 – 11/3: Meeting with preceptor to discuss internship progress + annotations

Week 7 – 11/9: <No assignment>

Week 8 – 11/17: Meeting with preceptor to discuss quarterly reflection + next steps

Week 9 – 11/18: Submit Reflection 2 with internship work completed + sociological applications; **quarterly final presentation**

Week 10 – 11/26: <Thanksgiving break>

12/7: Submit Final Quarterly Reflection + next steps

Winter Quarter

Objective: Literature Review*

*Students will be assigned reading materials and instructed on how to write a compelling literature review for their final report.

Week 1: Compile annotations of articles reviewed in Fall Quarter

Week 2: Meeting with preceptor + discuss literature review

Week 3: Submit Reflection 3 with literature review intro

Week 4: Meeting with preceptor

Week 5: Continue literature review

Week 6: Meeting with preceptor

Week 7: Submit Reflection 4 with 4-page literature review

Week 8: Meeting with preceptor

Week 9: Submit Reflection 5 with 6-page literature review

Week 10: Meeting with preceptor; **quarterly final presentation**

Submit Literature Review (7-8 pages)

Spring Quarter

Objective: Capstone Project Report

Week 1: Outline final report

Week 2: Meeting with preceptor to discuss outline of final report

Week 3: Submit Reflection 6 with outline of final report

Week 4: Meeting with preceptor

Week 5: Submit Reflection 7 + Wrap up internship

Week 6: Presentation with preceptor – literature overview, work completed, sociological applications/takeaways

Week 7: Submit Reflection 8; final presentation

Week 8: Submit Final Capstone Project Report to preceptor, host organization supervisor, and faculty supervisor for final review