

### Internship Paper Rubric

The intern is required to submit to the program coordinator a (1600-2500 word paper summarizing what was accomplished and addressing how at least six of the learning outcomes were met. In addition, the intern should make suggestions on how the organization could improve the internship for the next intern.

The internship paper is worth 40 points. The paper should include the following sections:	Exemplary	Proficient	Marginal	Unacceptable
Summary of what was accomplished (200-400 words) (___/5 points) <ul style="list-style-type: none"> <li>a. Purpose of internship</li> <li>b. Description of accomplishments</li> </ul>	Both aspects of summary are well-developed. The ideas are arranged logically. They flow smoothly from one to another and are clearly linked. Reader can follow line of reasoning. (5)	Both aspects of summary are developed to some extent. The ideas are arranged logically. They are usually clearly linked to each other. For the most part, reader can follow line of reasoning. (4)	One or the other aspect of summary is missing or very poorly developed. The writing is not arranged logically. Frequently, ideas fail to make sense together. (3-2)	Neither aspect of summary is developed at all. The writing lacks any semblance of logical organization. The reader cannot identify a line of reasoning and loses interest. (1-0)

<p>Discussion of how Learning Outcomes were met. Address any six outcomes (200-300 words per outcome)(___/30)</p> <p>a. <b>Content knowledge:</b> Examples of how your broad conceptual view of leadership and administration of sport organizations helped you do this internship. ____  Examples of how the scientific underpinnings of the concepts in the area (e.g., history, content, disciplinary concepts, and tools of inquiry) helped you do this internship. ____  Examples of how the interdisciplinary nature of your study of sport management helped you do this internship. ____</p> <p>b. <b>Discovery and critical thinking</b> skills. Examples of how you used your discovery and critical thinking skills in this internship. ____  Specifically, how you analyzed problems and contexts by dissecting them into key elements, meanings and relationships ____  How you devised solutions by integrating knowledge and value-based judgment ____  How you develop arguments for action ____</p> <p>c. <b>Communication Skills.</b> Examples of how you used knowledge of effective verbal, nonverbal, and/or media communication techniques to foster inquiry, collaboration, and engagement in settings specific to the discipline. ____  Examples of how you listened to others with respect, operated well in teams, and conveyed ideas effectively in written and oral communications. ____</p> <p>d. <b>Numeracy.</b> Examples of how you utilized qualitative and quantitative analysis, through formal and informal assessment strategies. ____</p> <p>e. <b>Technology.</b> Examples of how you used technology to improve the effectiveness of personal understanding, scholarly pursuits and professional performance. ____</p>	<p>Even, balanced information clearly and effectively discusses all aspects and displays a thoughtful, in-depth analysis of the topic. Reader gains insights. (30-27)</p>	<p>Review evidences basic knowledge referent to the all aspects and displays evidence of adequate analysis of the topic. Reader gains some insights. (26-24)</p>	<p>Review indicates limited understanding of the topic or does not address a majority of the aspects. Analysis is basic or general. Reader gains few insights. (23-21)</p>	<p>Review does not successfully answer the questions. Analysis is vague or not evident. Reader is confused or may become misinformed. (20-0).</p>
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<p>f. <b>Citizenship</b> behaviors. Examples of how you demonstrated value-, ethic-, and/or faith-based decision-making through critical inquiry, fostering relationships, embracing leadership, accepting social responsibility, thinking globally, and seeking and completing opportunities to improve the quality of life for others. ____</p> <p>g. <b>Lifelong learning.</b> Examples of how you are becoming a reflective professional who actively seeks to further self-knowledge and seeks opportunities to grow professionally. _____</p> <p>h. <b>Diversity and social justice.</b> Examples of how you appreciated a diversity of views, a diversity of people, and a diversity of cultures. How you promoted social justice at the individual, organizational, and societal level to create an appropriate environment for diverse individuals. ____</p>				
<p>Suggestions on how the organization could improve the internship (200-300 words) (<u>    </u>/5 points)</p>	<p>The ideas are arranged logically. They flow smoothly from one to another and are clearly linked. Reader can follow line of reasoning and understands rationale for suggestions. (5)</p>	<p>The ideas are arranged logically. They are usually clearly linked to each other. For the most part, reader can follow line of reasoning and can follow rationale for recommendations (4)</p>	<p>The writing is not arranged logically. Frequently, ideas fail to make sense together. Rationale for recommendations is not well-supported. (3-2)</p>	<p>The writing lacks any semblance of logical organization. The reader cannot identify a line of reasoning and loses interest. No rationale for recommendations (1-0)</p>

Sentence structure (___)	Sentences are well phrased and varied in length and structure. They flow smoothly from one to another.	Sentences are well phrased. The flow from sentence to sentence is generally smooth. (-1 to -2)	Some sentences are awkwardly constructed, and they represent an occasional distraction for the reader. (-3 to -4)	Errors in sentence structure are frequent enough to represent a major distraction to the reader. (-5 to -6)
Grammar, Spelling, Mechanics (i.e., Punctuation, Italics, Capitalization, etc.) (___)	The writing is free or almost free of errors.	There are occasional violations in the writing, but they don't represent a major distraction or obscure the meaning. (-1 to -2)	The writing has numerous errors and the reader is distracted by them. (-3 to -4))	Errors are so numerous that they obscure the meaning of the passage. The reader is confused and stops reading. (-5 to -6)
Word Choice (___)	Word choice is consistently precise. The writer goes beyond the generic word to find one more precise and effective	Word choice is generally good but generic (-1 to -2)	Word choice is merely adequate, and the range of words is limited. Some words are used inappropriately. (-3 to -4)	Many words are used inappropriately, confusing the reader. The writer may also use colloquial language. (-5 to -6)
Citations & References APA (___)	APA format is used accurately and consistently.	APA format is used with minor violations. (-1 to -4)	Format of document reflects incomplete knowledge of APA format.(-5 to -8)	Format of document is not recognizable as APA. (-9 to -12)
Length: 1600-2500 words, double spaced unless modified per APA guidelines	Yes _____ No _____ (-1 to -10)			
1-inch margins	Yes _____ No _____ (-1 to -3)			
Pages numbered consecutively	Yes _____ No _____ (-1 to -6)			