MESABI RANGE COMMUNITY & TECHNICAL COLLEGE – VIRGINIA/EVELETH

Course Outline

Course Title:	**Business Internship**	**Submitted By:**	**S. Medure**
Semester Course Prefix and Number:	**BUS 2620**	**Approval Date:**	
Old Quarter Course Prefix and Number:	**BUS 290**	**Revision Date:**	**Feb. 2002**

Number of Credits:	**2**	**Number of Lecture Credits:**	**0**
Semester(s) Offered:		**Number of Lab Credits:**	**Number of Lab Hours:**
Negotiated Class Size:		**Number of Studio/Demonstration/Internship Credits:**	**2**

Course Purpose Code:

_____ **0 –** Developmental Courses
_____ **1 –** Non-transferable, General Education
_____ **2 –** Technical course related to career programs
_____ **3 –** College course which has the primary goal of applying certain concepts (e.g. vocal ensemble)
__X__ **4 -** Other college course not considered a part of general education (MNTC) e.g. computer science, health, physical education
_____ **5 –** Course which is intended to fulfill the Minnesota Transfer Curriculum (MNTC) requirements.
_____ **9 –** Continuing Education/Customized Training specialized credit course (not occurring in 0-5)

Catalog Description:
This course offers the student an opportunity to apply the principles and skills learned in the classroom to gain practical work experience in an on-the-job training opportunity. (Arranged and supervised by the instructor.)

Prerequisites and/or recommended entry skills/knowledge:

Course Prerequisite(s):	Sophomore level or consent of instructor
Reading Prerequisite:	None
Composition Prerequisite:	None
Mathematics Prerequisite:	None

Career Programs and Transfer Majors Accessing this Course:
Retail Management Program (and Options) - University of Wisconsin, Stout

Minnesota Transfer Curriculum Goal(s) partially met by this course if applicable: Notes: No more than two goals may be met by any one course. (Curriculum Committee review and the Chief Academic Officer's approval are required).

0. **X** None
6. _____ The Humanities and Fine Arts

1. _____ Communications
2. _____ Critical Thinking
3. _____ Natural Sciences
4. _____ Mathematical/Logical Reasoning
5. _____ History and the Social and Behavioral Sciences
7. _____ Human Diversity
8. _____ Global Perspectives
9. _____ Ethical and Civic Responsibility
10. _____ People and the Environment

Learning outcomes, including any relevant competencies listed in the Minnesota Transfer Curriculum:
The student will:

- Discuss his/her on-the-job training experience and the flow of work in a business setting
- Transfer the skills learned in the classroom to various situations in a business setting
- Gain additional confidence in handling day-to-day business procedures
- Discuss on-the-job procedures, elements of the experience, and everyday business situations
- Present various, unique business situations and how they are handled in industry

Student assessment methods:

- Attendance is required at weekly class meetings
- A mid-quarter evaluation from the on-the-job supervisor
- An end-of-the-quarter evaluation from the supervisor and instructor
- A daily journal

Use of instructional technology (includes software, interactive video and other instructional technologies):
None

Outline of the major course content:
The student will acquire on-the-job training experience in a business setting. He/she must work a minimum of two hours per credit per week. The instructor will conduct five one-hour meetings per semester to discuss various topics related to business and industry and how they are handled at each of the intern's job site.

Additional special information (special fees, directives on hazardous materials, etc.)
None

Transfer Information: (Please list colleges/majors that accept this course in transfer.)

Approvals:

Body	Representative Signatures	Date
Curriculum Committee		

Faculty Association		
Meet and Confer		
Chief Academic Officer		

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