

# DIVISION OF HUMANITIES AND ARTS

**DIVISION HEAD:** DR. CRAIG LOOMIS

## MISSION STATEMENT

As a keystone of the liberal arts experience, the humanities and arts emphasize intelligent communication and logical analysis. Students examine, interpret and evaluate expressions of cultural achievement in world traditions. Through creative processes and critical inquiry, students gain a fuller appreciation of the values of mutual respect and diversity as they cultivate their moral judgment, aesthetic sensibilities and emotional maturity in preparation for becoming socially responsible members of their local, national and global communities.

## MAJOR DEGREE PROGRAMS

The Division of Humanities and Arts oversees Bachelor of Arts programs with Majors in the following academic disciplines:

- Bachelor of Arts in Communication and Media
- Bachelor of Arts in English
- Bachelor of Arts in Graphic Design

## MINORS

The Division of Humanities and Arts oversees the following Minor programs:

- Communication and Media
- English
- Graphic Design

## DISCIPLINES (FIELDS OF STUDY)

The Division of Humanities and Arts includes the following disciplines (fields of study):

- Art (ART)
- Arabic (ARAB)
- Communication and Media (COMM)
- Drama (DRAM)
- Education (EDUC)
- English (ENGL)
- French (FRNC)
- Graphic Design (GDES)
- Music (MUSC)
- Philosophy (PHIL)
- Religion (RELG)
- Spanish (SPAN)
- Translation (TRAN)

# DEGREE PROGRAMS IN THE DIVISION OF HUMANITIES AND ARTS

## COMMUNICATION AND MEDIA (COMM)

The American University of Kuwait Communication and Media program allows students to explore different communication theories that try to explain how, why, when, what, and where humans, of diverse cultural and ethnic backgrounds, communicate differently and similarly. Overall, the Communication and Media program teaches students skills in critical thinking and analysis, writing, and public speaking.

To accomplish this, the AUK Communication and Media program employs a flexible approach that allows students to become a communication generalist. The student is exposed to various fields of Communication and Media, such as advertising, journalism, and public relations. Laboratory courses sharpen students' skills, while lecture courses enable students to view the profession from a variety of perspectives.

Classes are taught in state-of-the-art computer labs in a fully digital environment. The networked labs are equipped with the latest software and served by in-house servers and databases. Separate Mac and PC labs designed for video editing, graphics, photo-journalism and multimedia are each equipped with appropriate film and flatbed scanners, CD and DVD drives and burners, DV decks and printers.

Communication and Media graduates can embark upon rewarding and prosperous careers in fields such as government, advertising management, marketing communications, mediation, public affairs, public policy, media policy and regulation, speech writing, print or electronic reporting, editing, media planning, promotions, public relations, and media sales.

## BACHELOR OF ARTS IN COMMUNICATION AND MEDIA

**Program Lead:** Dr. Ildiko Kaposi

**Program E-mail:** [COMM@auk.edu.kw](mailto:COMM@auk.edu.kw)

### COMMUNICATION AND MEDIA LEARNING OUTCOMES:

Upon completion of the AUK Major in Communication and Media, the student will:

- Examine the manner in which communication impacts social processes
- Recognize the manner in which communication is influenced by and influences political, cultural and economic dynamics
- Demonstrate appropriate knowledge and use of communication theory and research principles
- Apply appropriate technology in the development and dissemination of media messages
- Develop effective communication practices based on ethical principles
- Design media messages for diverse target audiences

### ADMISSION TO THE PROGRAM:

- Students wishing to Major in Communication and Media should apply for Major declaration by the end of their sophomore year.
- Cumulative GPA of 2.0 or better.
- Grade of "C" or better in ENGL 101 and in ENGL 102.

**UNIVERSITY DEGREE REQUIREMENTS (120 CREDIT HOURS)**

To receive a Bachelor of Arts in Communication and Media, students must complete at least 120 credit hours:

- General Education Requirements (45)
- Communication Core Courses (27)
- Communication Area Courses (18)
- Communication Electives (9)
- Free Electives (21)
- A grade of “C” or better in all courses required for the Major.

**Communication and Media Core Requirements (27 credit hours)**

COMM 101	Introduction to Mass Communication	(3)
COMM 110	Introduction to Digital Media Design	(3)
COMM 201	Principles of Journalism	(3)
COMM 205	Writing for Mass Media	(3)
COMM 210	Research Methods in Communication	(3)
COMM 225	Theories of Communication	(3)
COMM 230	Principles of Advertising	(3)
COMM 240	Principles of Public Relations	(3)
COMM 470*	Internship in Communication	(3)

\* Information on internship assessment for internships offered by the Division of Humanities and Arts is also located at the end of the “Division of Humanities and Arts” section of the Catalog.

**Communication Area Courses (18 credit hours)**

Students are to complete each course in each area.

**Advertising courses:**

COMM 455	Advertising Media Planning	(3)
COMM 460	Advertising Campaigns	(3)

**Journalism courses:**

COMM 310	Broadcast Journalism	(3)
COMM 312	News Reporting and Editing	(3)

**Public Relations courses:**

COMM 360	Public Relations Writing	(3)
COMM 402	PR Campaigns	(3)

**Communication Electives (9 credit hours)**

Students are to complete three additional COMM or GDES courses (9 credit hours) of their choice in consultation with their Academic Advisor. At least two of these three courses must be a 300-level course or higher.

**Free Electives (21 credit hours)**

Students may take 21 credit hours of free electives.

A minimum of 21 hours of upper-level (300 or 400) coursework should be completed in residence at AUK.

## COMMUNICATION AND MEDIA 2010-2011 4-YEAR PLAN

Year 1		Semester-1	
Prefix	Number	Title	Prerequisite/s
ENGL	101	Approaches to Critical Reading and Writing	
COMM	101	Introduction to Mass Communication	
General		General Education Requirement	
General		General Education Requirement	
General		General Education Requirement	
Year 1 Semester-2			
Prefix	Number	Title	Prerequisite/s
ENGL	102	Writing and Information Literacy	ENGL 101
COMM	110	Introduction to Digital Media Design	
ENGL	108	Public Speaking	
General		General Education Requirement	
General		General Education Requirement	
Year 2 Semester-1			
Prefix	Number	Title	Prerequisite/s
COMM	201	Principles of Journalism	COMM 101
COMM	230	Principles of Advertising	COMM 101
COMM	240	Principles of Public Relations	COMM 101
General		General Education Requirement	
General		General Education Requirement	
Year 2 Semester-2			
Prefix	Number	Title	Prerequisite/s
COMM	205	Writing for Mass Media	ENGL 101
COMM	210	Research Methods in Communication	COMM 101 & STAT 101
COMM	225	Theories of Communication	ENGL 101 & COMM 101
General		General Education Requirement	
General		General Education Requirement	
Year 3 Semester-1			
Prefix	Number	Title	Prerequisite/s
COMM	310	Broadcast Journalism	COMM 201

COMM	312	News Reporting and Editing	COMM 201 or COMM 205
COMM	360	Public Relations Writing	COMM 240
General		Upper Level General Education Requirement	
Elective		Free Elective	
<b>Year 3</b>			
<b>Semester-2</b>			
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Prerequisite/s</b>
COMM	402	PR Campaigns	COMM 240
COMM	460	Advertising Campaigns	COMM 230
COMM/ GDES		Additional Course in COMM or GDES	
General		General Education Requirement	
Elective		Upper Level Free Elective	
<b>Year 4</b>			
<b>Semester-1</b>			
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Prerequisite/s</b>
COMM	455	Advertising Media Planning	COMM 230
COMM/ GDES		Upper Level Additional Course in COMM or GDES	
Elective		Upper Level Free Elective	
Elective		Free Elective	
Elective		Free Elective	
<b>Year 4</b>			
<b>Semester-2</b>			
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Prerequisite/s</b>
COMM	470	Internship in Communication	
COMM/ GDES		Upper Level Additional Course in COMM or GDES	
Elective		Upper Level Free Elective	
Elective		Upper Level Free Elective	
Elective		Free Elective	

## ENGLISH (ENGL)

In keeping with the liberal arts tradition, the mission of the English Program is to provide AUK students with the ability to use English language effectively so that they can think creatively and critically, cultivate a lifelong process of inquiry, and can reach their full potentials as individuals and as productive citizens. Through the development of students' cultural awareness and information literacy, the program prepares students for the increasingly complex challenges of the 21st Century.

For students Majoring or Minorng in English, the program provides a sound foundation in the structure of the English language and its literary traditions; it also educates students in the exploration of the relationships of language and literature to the individual and society, and to history and politics. The program also provides a broad range of American, British, and world literature carefully selected by the faculty to include work by women and men of diverse backgrounds and in a variety of literary forms and periods.

Thus, students' command of written language, their ability to analyze concepts, and their broad understanding of human nature and social realities may give them a competitive advantage in the pursuit of careers in a variety of fields, including education, media, business, and civil service or, with appropriate graduate work, in professions such as law and higher education.

### BACHELOR OF ARTS IN ENGLISH

**Program Lead:** Dr. Kathryn Kleypas

**Program E-mail:** [English@auk.edu.kw](mailto:English@auk.edu.kw)

#### ENGLISH LEARNING OUTCOMES:

Upon completion of the AUK Major in English, the student will be able to:

- Recognize a wide range of literary works of world cultures, sub-cultures and minority groups
- Compare and contrast texts produced in different periods and genres
- Identify and discuss representative authors, works and movements
- Analyze cultural and literary texts using theory
- Develop independent thought and judgment to carry out research projects
- Develop and communicate ideas clearly in writing
- Evaluate cultural and literary texts within socio-political, historical and economic contexts

English Majors begin their coursework with surveys of Western Literature and World Literatures in English and then advance to courses that focus on particular motifs, genres, critical approaches, time periods, authors or countries.

#### ADMISSION TO THE PROGRAM:

Formal admission to the Major requires a cumulative GPA of 2.00.

#### UNIVERSITY DEGREE REQUIREMENTS (120 CREDIT HOURS)

To receive a Bachelor of Arts in English, students must complete at least 120 credit hours:

- General Education Requirements (45)
- English Core Requirements (18)
- English Electives (27)
- Free Electives (30)

**English Core Requirements (18 credit hours)**

Students must complete the following 6 courses (18 credit hours):

ENGL 201	Foundations of Western Literature I	(3)
ENGL 203	Foundations of Western Literature II	(3)
ENGL 211	World Literatures in English I	(3)
ENGL 212	World Literatures in English II	(3)
ENGL 300	History of the English Language	(3)
ENGL 415	Literary Theory and Criticism	(3)

**English Electives (27 credit hours)**

In consultation with their Academic Advisor, students must take 9 courses (27 credit hours) from any remaining ENGL 300 or 400 level courses, or ENGL 207.

**Free Electives (30 credit hours)**

Choose 10 courses (30 credit hours) in consultation with the Academic Advisor.

A minimum of 21 hours of upper-level (300 or 400) coursework should be completed in residence at AUK.

**NOTE:** ENGL 485, Senior Thesis (3 credit hours), applies as an English Elective. Upon successful defense of a thesis, students who select this option may have “Honor Thesis” reflected on their transcript.

**NOTE:** Information on internship assessment for internships offered by the Division of Humanities and Arts is also located at the end of the “Division of Humanities and Arts” section of the Catalog.

## ENGLISH 2010-2011 4-YEAR PLAN

Year 1		Semester-1	
Prefix	Number	Title	Prerequisite/s
ENGL	101	Approaches to Critical Reading and Writing	
General		General Education Requirement	
General		General Education Requirement	
General		General Education Requirement	
General		General Education Requirement	
Year 1		Semester-2	
Prefix	Number	Title	Prerequisite/s
ENGL	102	Writing and Information Literacy	ENGL 101
ENGL	108	Public Speaking	
General		General Education Requirement	
General		General Education Requirement	
General		General Education Requirement	
Year 2		Semester-1	
Prefix	Number	Title	Prerequisite/s
ENGL	201	Foundations of Western Literature I	ENGL 101
General		General Education Requirement	
General		General Education Requirement	
General		General Education Requirement	
Engl. Elective		English Elective	
Year 2		Semester-2	
Prefix	Number	Title	Prerequisite/s
ENGL	203	Foundations of Western Literature II	ENGL 101
General		General Education Requirement	
General		General Education Requirement	
Engl. Elective		English Elective	
Elective		Free Elective	
Year 3		Semester-1	
Prefix	Number	Title	Prerequisite/s
ENGL	211	World Literatures in English I	ENGL 101
Engl. Elective		English Elective	

Engl. Elective		Upper Level English Elective	
Elective		Upper Level Free Elective	
Elective		Upper Level Free Elective	
<b>Year 3 Semester-2</b>			
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Prerequisite/s</b>
ENGL	212	World Literatures in English II	ENGL 101
Engl. Elective		English Elective	
Engl. Elective		Upper Level English Elective	
Elective		Upper Level Free Elective	
Elective		Upper Level Free Elective	
<b>Year 4 Semester-1</b>			
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Prerequisite/s</b>
ENGL	300	History of the English Language	ENGL 101
Engl. Elective		English Elective	
Engl. Elective		Upper Level English Elective	
Elective		Upper Level Free Elective	
Elective		Upper Level Free Elective	
<b>Year 4 Semester-2</b>			
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Prerequisite/s</b>
ENGL	415	Literary Theory and Criticism	ENGL 101
Engl. Elective		Upper Level English Elective	
Engl. Elective		Upper Level English Elective	
Elective		Upper Level Free Elective	
Elective		Free Elective	

# GRAPHIC DESIGN (GDES)

The Graphic Design (GDES) degree program offers students the opportunity to pursue a degree emphasizing a balance of theory and practice in the art and science of visual communication. Both the teaching and practice are emphasized to foster critical thinking and problem solving that prepare the student for the real-world challenges one will face in the professional sphere. The program is also inspired by a vision that design methodology and technologies can support the creative exploration of traditional and modern design concepts and principles. The program includes history of graphic design, typography, symbols, information design, systems, 3D, and multi-media design.

Graphic Design program graduates are instilled with the skills of marketable designers and are prepared for employment in graphic design studios, publishing houses, corporations, non-profit institutions, film and video production companies, advertising, and multimedia firms.

## BACHELOR OF ARTS IN GRAPHIC DESIGN

**Program Lead:** Ms. Maryam Hosseinnia      **Program E-mail:** [Graphics@auk.edu.kw](mailto:Graphics@auk.edu.kw)

### GRAPHIC DESIGN LEARNING OUTCOMES:

Upon completion of the AUK Major in Graphic Design, the student will be able to:

- Apply critical thinking, design concepts, and problem-solving methodologies to a variety of design problems and possibilities.
- Demonstrate an understanding of how design processes and skills are related to social and scientific issues and discourse.
- Produce a design portfolio showcasing sensibilities toward diversity for issues and discourse.
- Use professional skills and behaviors necessary to compete in the marketplace.
- Adapt and pursue a lifelong sense of communal responsibility locally and internationally.

### ADMISSION TO THE PROGRAM:

- Students wishing to Major in Graphic Design should apply for Major declaration by the end of their sophomore year.
- Cumulative GPA of 2.0 or better.
- Grade of “C” or better in ENGL 101.
- Grade of “C” or better in any Art or Art History course.

### UNIVERSITY DEGREE REQUIREMENTS (120 CREDIT HOURS)

To receive a Bachelor of Arts in Graphic Design, students must complete at least 120 credit hours:

- General Education Requirements (45 credit hours), composed of:
  - Graphic Design Program Prerequisites (6) applicable to General Education Requirements
  - Other General Education Requirements (39)
- GDES Major Requirements (60 credit hours), composed of:
  - Graphic Design Program Prerequisites (3) not applicable to General Education Requirements
  - Graphic Design Core Courses (30)
  - Graphic Design Electives (18)
  - Graphic Design Related Field Electives (9)

- Free Electives (15)
- A grade of “C” or higher in all courses required for the Major.
- Graphic Design Program Prerequisites (9 credit hours)
 

ART 101*	Art History	(3) [H]
ART 121*	Drawing I	(3) [H]
GDES 102	Creative Visualization	(3)

\* Note: Two of these program prerequisites satisfy the Humanities General Education Requirement.

**Graphic Design Core Requirements (30 credit hours)**

GDES 110	Digital Foundations	(3)
GDES 115	Color Theory	(3)
GDES 220	Graphic Design I	(3)
GDES 221	Typography I	(3)
GDES 320	Graphic Design II	(3)
GDES 321	Typography II	(3)
GDES 420	Graphic Design III	(3)
GDES 421	Typography III	(3)
GDES 470	Internship in Graphic Design	(3)
GDES 490	Senior Portfolio	(3)

**Graphic Design Electives (18 credit hours)**

Students must select 6 courses (18 credit hours) from the following:

GDES 111	Images in Media	(3)
GDES 208	Film Production I	(3)
GDES 242	Digital Imaging I	(3)
GDES 337	Environmental Design	(3)
GDES 342	Digital Imaging II	(3)
GDES 345	Film Production II	(3)
GDES 351	Web Design	(3)
GDES 369	Short Course	(1-3)
GDES 388	Independent Study	(1-3)
GDES 389	Special Topics	(3)
GDES 452	3D Modeling & Animation	(3)
GDES 453	Motion Graphics	(3)

**Graphic Design Related Field Electives (9 credit hours)**

Students must select 3 courses (9 credit hours), in consultation with their Academic Advisor, from the following designations: ART, COMM, and SBSA.

**Free Electives (15 credit hours)**

Students must take 5 courses (15 credit hours) among other disciplines (fields of study) in consultation with their Academic Advisor.

A minimum of 21 hours of upper-level (300 or 400) coursework should be completed in residence at AUK.

**NOTE:** Information on internship assessment for internships offered by the Division of Humanities and Arts is also located at the end of the “Division of Humanities and Arts” section of the Catalog.

## GRAPHIC DESIGN 2010-2011 4-YEAR PLAN

Year 1	Semester-1		
Prefix	Number	Title	Prerequisite/s
ENGL	101	Approaches to Critical Reading and Writing	
ART	101	Art History	
GDES	102	Creative Visualization	
GDES	110	Digital Foundations	
General		General Education Requirement	
Year 1	Semester-2		
Prefix	Number	Title	Prerequisite/s
ENGL	102	Writing and Information Literacy	ENGL 101
ENGL	108	Public Speaking	
GDES	115	Color Theory	
ART	121	Drawing I	
General		General Education Requirement	
Year 2	Semester-1		
Prefix	Number	Title	Prerequisite/s
GDES	220	Graphic Design I	ART 101 & GDES 110 & ART 121
GDES		Graphic Design Elective	
Related		Graphic Design Related Field Elective	
General		General Education Requirement	
General		General Education Requirement	
Year 2	Semester-2		
Prefix	Number	Title	Prerequisite/s
GDES	221	Typography I	ART 101 & ART 121 & GDES 110 & GDES 115
GDES		Graphic Design Elective	
Related		Graphic Design Related Field Elective	
General		General Education Requirement	
General		General Education Requirement	
Year 3	Semester-1		
Prefix	Number	Title	Prerequisite/s
GDES	320	Graphic Design II	GDES 220 & GDES 221
GDES	321	Typography II	GDES 221

GDES		Upper Level Graphic Design Elective	
General		General Education Requirement	
General		General Education Requirement	
<b>Year 3 Semester-2</b>			
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Prerequisite/s</b>
GDES	421	Typography III	GDES 321
GDES		Upper Level Graphic Design Elective	
GDES		Upper Level Graphic Design Elective	
General		General Education Requirement	
General		General Education Requirement	
<b>Year 4 Semester-1</b>			
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Prerequisite/s</b>
GDES	420	Graphic Design III	GDES 320
GDES	470	Internship in Graphic Design*	Minimum GPA 2.00
Related		Graphic Design Related Field Elective	
Free		Upper Level Free Elective	
Free		Upper Level Free Elective	
<b>Year 4 Semester-2</b>			
<b>Prefix</b>	<b>Number</b>	<b>Title</b>	<b>Prerequisite/s</b>
GDES	490	Senior Portfolio	GDES 420
GDES		Upper Level Graphic Design Elective	
Free		Upper Level Free Elective	
Free		Upper Level Free Elective	
Free		Free Elective	

\* The Graphic Design Program recommends that Majors take GDES 470 Internship in Graphic Design over the Summer, between their Junior and Senior year at AUK.

# MINORS IN THE DIVISION OF HUMANITIES AND ARTS

## MINOR IN COMMUNICATION AND MEDIA (21 CREDIT HOURS)

**Program Lead:** Dr. Ildiko Kaposi

The Minor requires a minimum of 21 credit hours, including the core of 4 COMM courses (12 credit hours) listed below and 3 COMM or GDES elective courses (9 credit hours). At least 3 credit hours must be in upper-level courses and at least 9 credit hours must be taken in residence at AUK. Courses taken for the Minor must be passed with a grade of “C” or better.

### ADMISSION TO THE PROGRAM:

- Students enrolling in the Communication Minor should have normally completed a minimum of 30 credit hours of coursework and be in good academic standing.
- Students seeking a Minor in Communication must complete the following courses or their equivalents. All course prerequisites must be satisfied.

### Minor Core Requirements in Communication (12 credit hours):

COMM 101	Introduction to Mass Communication	(3)
COMM 110	Introduction to Digital Media Design	(3)
COMM 225	Theories of Communication	(3)
COMM 205	Writing for Mass Media	(3)

### Minor Electives (9 credit hours):

Students must complete at least 3 courses (9 credit hours), in consultation with their Academic Advisor, from recommended COMM and GDES courses. One course (3 credit hours) must be at the 300- level or above.

## MINOR IN ENGLISH (18 CREDIT HOURS):

**Program Lead:** Dr. Kathy Kleypas

Students wishing to Minor in English are required to take six (6) courses (18 credit hours). Students must take any three (3) courses (9 credit hours) of the following four core courses:

ENGL 201	Foundations of Western Literature I	(3) [H]
ENGL 203	Foundations of Western Literature II	(3) [H]
ENGL 211	World Literatures in English I	(3) [H]
ENGL 212	World Literatures in English II	(3) [H]

Students must also take three (3) additional courses (9 credit hours) from any 300 or 400-level English courses.

## MINOR IN GRAPHIC DESIGN (21 CREDIT HOURS):

**Program Lead:** Ms. Maryam Hosseinnia

The Graphic Design Minor provides students with the tools necessary to compete creatively in a professional arena. The classes taught are designed to prepare students for real world situations. Students will develop basic portfolios that meet with international Graphic Design standards. The ability to visually illustrate ideas that affect the advertising and marketing fields is a quintessential asset to have in the commercial art and communication market.

The Minor requires a minimum of 21 credit hours including the core of 6 GDES courses (18 credit hours) listed below and 1 course (3 credit hours) from the GDES electives list. Please check the Graphic Design Major listing for the GDES electives list.

### **Minor Core Requirements in Graphic Design (18 credit hours):**

GDES 110	Digital Foundations	(3)
GDES 115	Color Theory	(3)
GDES 220	Graphic Design I	(3)
GDES 221	Typography I	(3)
GDES 320	Graphic Design II	(3)
GDES 322	Typography II	(3)

### **Minor Electives (3 credit hours):**

Students must complete at least 1 course (3 credit hours) in consultation with their Academic Advisor from the GDES electives list at the 300-level or above.

## DIVISION OF HUMANITIES & ARTS INTERNSHIP PROCESS AND ASSESSMENT

**The Internship process and assessment is completed in the following stages:**

*Program discussion:* Newly declared Majors are advised of the internship requirement and encouraged to seek internships as they enter their final year of study. Faculty advise students on past internship experiences and potential sites.

*Internship package:* Students are provided with an internship package that outlines all the basic rules of the internship and contains the necessary forms for sign-up, process, and summative evaluation.

*Learning contract:* Students apply to various companies for intern positions. When employers agree to provide the students with the internship opportunities, the students collaborate with the employers to complete their learning contracts which outline the duties and schedule as well as expectations of each party. If the learning contract is acceptable in terms of scope and objectives, the supervising faculty member (470 instructor) accepts the contract and signs it. Where necessary, the 470 instructor makes inquiries with or about the organization to ensure that the students will have the appropriate experience. After the learning contract is signed by the 470 instructor, the 470 instructor signs a "Permission to Enroll Form" for the student to enable their registration.

*Sites:* 470 instructors often visit sites that can provide internship opportunities. When students obtain internships at well established organizations such as local television stations, 470 instructors usually need to ensure that the student's specific duties meet the expectations of their Major program. 470 instructors also routinely call and e-mail site supervisors to check on the progress of student interns.

*Worksite supervisor/student reports:* Students are required to file monthly reports of their activities on the internship site that are signed by their on-site supervisor. These reports index weekly activities and achievements and serve as an ongoing check of site and activity appropriateness.

*Final Reports/Materials:* There are two components to the final reports. Site supervisors complete a form outlining the student's achievements during the internship and commenting on their performance. Students also complete a form evaluating the site as a provider of an appropriate learning experience. The student form is delivered privately to the 470 instructor and used to determine whether problems were encountered and to guide future site choices. Students are routinely also asked to provide copies of any and all materials that they may have worked on at the sites including photographs, videos and other evidence of their activities.

*Final Grade:* Instructors assign final grades according to the grading system outlined in the course syllabus.

