English 5960: Professional Writing Internship

1. Catalogue Description:
   a. 5960 ENG
   b. Title: Professional Writing Internship
   c. Meeting times and credit: (ARR-ARR-3) (Credit/No Credit)
   d. Terms to be offered: F or S
   e. Short Title: Prof Writ Intern
   f. Course description: Part-time practical experience in professional writing in an off-campus setting approved by the department
   g. Prerequisites: ENG 4760 or approval of instructor
   h. Online and hybrid delivery modes
   i. Fall 2005

2. Objectives and Evaluation of the Course:
   a. Objectives:
      To develop and consolidate skills and knowledge acquired in ENG 4760
      To gain hands-on experience in the production of the various genres of professional writing
      To investigate and develop skills in a variety of modes of research employed by writers in a professional context
      To investigate and develop skills in a variety of emerging technologies relevant to the on-going development of writing in the workplace
      To compile a portfolio of professional writing
      To advance and clarify students' professional goals
   b. Evaluation:
      The student will compile a portfolio of the kinds of professional writing accomplished during the internship and write a 1000-word final essay summarizing his/her accomplishments. The student will also produce a resume appropriate for seeking employment as a writing professional. The instructor will be responsible for evaluating the final portfolios and essays. The specific evaluation form is left to the discretion of the instructor, but the evaluation process will also consider the following areas: professional conduct, interpersonal relations, development of new skills and insights regarding the practices of professional writers.
   c. NA
   d. NA
   e. NA

3. Outline of the Course:
   a. A week-by-week outline is not feasible for an internship. ENG 5960 requires each student to be on-site at least 150 hours over the semester. The instructor meets at least 3 times during the semester with the students. At
the beginning of the semester, the instructor will meet with the students to plan the on-site activities; at mid-term, the instructor will check the students’ progress in general and their work on their portfolios in particular; at the end of the semester, the instructor will meet with the students for a final evaluation. During the semester, the instructor, when necessary, will be in communication with the on-site supervisors to monitor the students’ performance and progress.

4. **Rationale:**
   a. Purpose and need: this course gives graduate students in English an opportunity to employ their writing skills in the workplace. Many of our graduate students go on to pursue careers as writers in a variety of professions. ENG 5960 will give students a thorough grounding in the kinds of writing done in a range of professions and the theoretical issues such writing involves. The internship plays a vital role in allowing students to apply in the workplace what they have learned through their reading about and observation of professional writers. The department currently offers no graduate course that fulfills this purpose.
   b. The level of professional and analytical writing in this course warrants graduate-level credit.
   c. This course is not similar to any existing graduate course. ENG 4275, Internship in Professional Writing, allows undergraduates to gain experience in the community employing their writing skills. ENG 4760, Studies in Professional Writing, offers an introduction to the work and concerns of writers in a variety of professions. Only this class gives graduate students hands-on experience in a professional setting and the opportunity to analyze that experience in the light of their professional goals.
   d. This course will be a requirement for graduate students with a concentration in professional writing.

5. **Implementation**
   a. Faculty member(s) to whom the course may be initially assigned: Drs. Beebe, Coleman, Markelis, Ringuette, Vietto, Watkins
   b. Specification of any additional course charges: No special costs are associated with this course.
   c. Text and supplementary materials to be used: No textbooks will be assigned to this course.

6. **Community College Transfer:** NA

7. **Date approved by the department:** February 24, 2003

8. **Date approved by the College Curriculum Committee:** April 2, 2003

9. **Date approved by CGS:** April 29, 2003