

# **COURSE OUTLINE**

**INDS-260**

**Interior Design Internship**

**3 Semester Hours**

## **HOWARD COMMUNITY COLLEGE**

### **Description**

This course is designed to give the advanced Interior Design student 135 hours of practical experience in an interior design work environment. The faculty instructor and industry employer will provide and coordinate course objectives, applicable experiences, and the final evaluation. The student will maintain a written journal of internship experiences and make a final report and presentation. Prerequisite: INDS-201 and INDS-210 (1 hour weekly plus field experience)

### **Overall Course Objectives**

Upon completion of this course, the student will be able to:

1. Propose goals that relate to the internship site that meets the approval of instructor and employer.
2. Describe the organizational structure and the duties of the employees at the assigned work site.
3. Demonstrate quality work skills when interacting with clients, business representatives, and co-workers.
4. Demonstrate the practical application of design, business practices, and presentations.
5. Demonstrate the use of industry resources and familiarity with building codes and safety standards.
6. Generate and maintain a journal of the internship experience.
7. Observe and evaluate the effectiveness of the employees and the processes at the internship site.
8. Create or update a resume that includes the internship experiences.
9. Write a final report and make an oral presentation about the internship experience.

### **Major Topics**

- I. Professional appearance and behavior
- II. Active listening and cultural differences
- III. Clients and business representatives
- IV. Resources and codes
- V. Subcontracting and custom work
- VI. Time management and work responsibilities
- VII. Workplace relationships and networking
- VIII. Journals, presentation board, and course report

### **Course Requirements**

1. Students will submit a proposal of goals that must be approved by the instructor and the employer.
2. Student will keep a diary or journal of daily work experience.
3. Student must work a minimum of 135 hours as an intern in a residential, commercial or architectural interior design setting.
4. Employer must give a written evaluation of the student's goals listed in their original proposal.
5. Student must complete a final report, project, and presentation board.
6. Student will present an oral and type-written presentation on the internship.

### **Other Course Requirements**

Grading procedures will be determined by the individual faculty member in consultation with the employer and may include specified reading assignments and written exams.

### **Other Course Information**

This course is a Fine Arts, Humanities, and Arts and Sciences elective.