

Department of Art Syllabus

- I. ART 5474 *Professional Internship*, 3 Credit Hours
- II. PREREQUISITES
Graduate standing and Instructor's consent
- III. TEXTBOOK
None
- IV. COURSE DESCRIPTION
A period of apprenticeship of observation by arrangement with a professional business specializing in studio art, or other related discipline in art, or with an institution in the field of museology.
- V. RATIONALE
The internship experience provides opportunities for a graduate art major to gain practical experience in a visual arts related field. This further allows the student to take advantage of networking opportunities, and investigate career options.
- VI. LEARNING OBJECTIVES AND OUTCOMES
 - A. Identify the steps involved in contacting a prospective employer, conducting an interview, and appropriate follow-up contact.
 - B. Complete 160 work hours under the supervision of the internship employer. This time will be apportioned equally during a time period of no more than 16 weeks.
 - C. Complete weekly time sheets, signed by the internship business supervisor, and submitted to the faculty supervisor.
 - D. Demonstrate professionalism in all phases of the internship.
 - E. The student will keep a journal containing information pertinent to the internship focus, interview(s), expectations, job description(s), task completed, and timesheets. (Photos optional).
- VII. COURSE TOPICS
 - A. Contacting a prospective employer
 - B. Conducting an interview
 - C. Expectations of the internship employer
 - D. Expectations of the faculty supervisor
 - E. 160 work hours
 - F. Weekly time sheets
 - G. Professionalism: Responsible, honest, thorough, attention to detail

VIII. INSTRUCTIONAL METHODS AND ACTIVITIES

- A. On-the-job work experience
- B. Telephone or email contact with faculty supervisor
- C. Completed journal

IX. ASSIGNMENTS

- A. Internship Application Forms
- B. Time sheets
- C. 160 work hours
- D. Journal

X. GRADING SCALE

See Department of Art Syllabus Addendum for Grading Scale.

XI. EVALUATION

Completed journal – 100%

XII. REFERENCES

- Brommer, G. F. (1999). *Careers in art: Illustrated guide*. Worcester, MA: Davis Publications
- Cantore, V. (1981). *Creative picture framing: How to frame your artwork, needlework, mirrors, and 3-D displays*. Englewood Cliffs, NJ: Prentice Hall.
- Davis, S. (1991). *The fine artist's guide to showing and selling your work*. Cincinnati, OH: North Light Books.
- Easton, T. (1985). *Cutting loose: Making the transition from employee to entrepreneur*. Chicago, IL: Probus Pub. Co.
- Landon, E. (1962). *Picture framing, modern methods of making and finishing picture frames*. New York: Tudor Pub. Co.
- McCormick, B. (2005). *America's original entrepreneur: Franklin's autobiography adapted for modern times*. Irvine, CA: Entrepreneur Press.
- Oberrecht, K. (1998). *Home book of picture framing: Professional secrets of mounting, matting, framing, and displaying art*. Mechanicsburg, PA: Stackpole Books.
- Sluijter, E. (2015). *Rembrandt's rivals: History painting in Amsterdam, 1630-1650*. Philadelphia, PA: John Benjamin's Publishing Co.

Spulber, D. (2014). *The innovative entrepreneur*. New York: Cambridge University Press.

Willoughby, M. (2011). *Zoom entrepreneur: How the five core skills of great entrepreneurs will accelerate your life*. Naples, FL: Barringe Publishing.