

Guidelines for the assessment of the Extended Internship Program TropINTERN RD7004

This is a Pass/Fail subject. A Pass requires a passing grade in all three Assessment Tasks (see below).

In summary, the Candidate must:

- Complete the proposal agreement in the required proforma at the required standard
- Complete the 4-5 month internship to the satisfaction of the Industry Partner and the Primary Advisor
- Submit the Project Report at the required standard to the Primary Advisor and the agreed nominee of the Industry Partner within one month of completing the internship.
- Present a 30 minute talk on the outcomes of the project at the required standard to the Primary Advisor and the agreed nominee of the industry partner within one month of completing the internship.

Assessment tasks

Task 1 Proposal Agreement

The Candidate is to prepare the proposal agreement on the prescribed pro-forma (available [online](#)) to the satisfaction of the Primary Advisor and the Industry Partner, who confirm their approval by signing the proposal agreement. The proposal agreement is assessed by an expert reviewer, who provides feedback on the prescribed pro-forma ([Section 1 - Proposal Review](#)). If the expert Reviewer recommends revisions, the Candidate must complete [Section 2 – Candidate’s Response to Expert Review](#).

Task 2 Research Project Report

The Candidate is to prepare a confidential report on the project completed during the internship to the satisfaction of the Primary Advisor and the Industry partner in a format specified by them. The report must include:

- (1) a report on the Internship Project (max. 5000 words);
- (2) a short Impact Statement (max. 500 words) about the internship and its outcomes in a form that is suitable for publication by JCU (non-confidential);
- (3) the Candidate’s reflections on what they have learned about industry engagement (max. 500 words);
- (4) a critical discussion of any potential difficulties the Candidates has encountered during the internship (max. 500 words). If no difficulties have been encountered, this section can be marked N/A.

The Primary Advisor and Industry Partner (or nominee) provide their review of the Candidate’s Research Project Report by completing [Section 3 –Review of Report on Extended Internship](#) and submit the report and their review to the Graduate Research School.

Task 3 Presentation

The Candidate is to prepare a 30-minute presentation on the project completed during the Internship to the satisfaction of the Primary Advisor and the Industry Partner and deliver the presentation in a manner that demonstrates an understanding of the cultural requirements of working as a researcher in the industry of their Internship. If the Primary Advisor and the Industry Partner approve, the presentation may be opened to the public. The Primary Advisor and Industry Partner (or nominee) provide their review of the Candidate’s presentation by completing [Section 4 – Evaluation of Seminar](#).

Overall Assessment

The Primary Advisor and Industry Partner recommend the final grade for the subject to the Dean, Graduate Research, who makes the final determination of the subject outcome, by completing [Section 5 – Overall Subject Grade Recommendation](#).