MDIA
Internship and Practicum Procedures

Annual Internship Information Meeting
21 February 2014
Things to remember

- While MDIA and Scripps have Internship Coordinators, neither offer placement services
- With that said, we can assist you with the following:
  - Identifying College exclusive internships and scholarships to which you may apply
  - Identifying Internship partners that would be a good fit
  - Advising on how to search for an internship
  - Put you in touch with OU alumni who are offering internships or who can provide advice
  - General resume and cover letter advice
What to do first

♦ Find an internship or practicum
  ♦ Identify in what media area you would like to conduct an internship
  ♦ Determine where you would like to be located during your internship. Consider practical issues such as housing, transportation, etc, if you want to intern out of town.
  ♦ *Thoroughly* research the media companies in the area(s) you have selected.
What to do first

- Determine if these companies offer internships (don’t let it stop you if they don’t have an official internship program)
- Consult fellow students, faculty and the University database for leads:
  - https://ohio-csm.symplcity.com
- Talk to Internship Coordinators for advice and updates on Internship opportunities
- Watch those emails!!
You’ve found a great internship or practicum!

- Make sure you have a resume, cover letter and references ready to go
- Apply for internship
- If appropriate, follow up with email or phone call. Be persistent, but don’t pester
- Be prepared to interview for internship!
  - People usually hire folks that they can see themselves working with
  - Be upbeat, enthusiastic and knowledgeable about the company you are applying to
You landed the internship!

- Contact MDIA Internship Coordinator
  - You will be given the Preliminary Application Form to fill out—including type of internship, contact information of internship sponsor, etc
  - MDIA Internship Coordinator will contact Internship sponsor, who will be given Internship/Practicum Validation form
  - Upon receipt of completed form MDIA Internship Coordinator will supply green slip for required credits
A few words about credits

- Most internship and practicum sponsors require credit from OU
- Paid internships sometimes don’t require credit
- The world of unpaid internships is changing...
- All students, whether receiving credit or not, are asked to report their internship by completing the online internship information with Scripps.
Practicums
MDIA 3910/3911

♦ On or off campus
♦ Minimum 40 hours per semester
♦ Paid or unpaid
♦ Maximum of one credit hour per semester
♦ Maximum of six cumulative credit hours for MDIA 3910 or 3911
♦ Requires: validation of practicum by sponsor; final meeting with Internship Coordinator; meet with students to discuss internship experience; complete online form reporting practicum
Internships
MDIA 4910

✦ Qualifications: 2.7 GPA, minimum of 22 credit hours in MDIA & 130 credits completed overall

✦ Must be full time (40 hours/week for 14 weeks Fall & Spring/8 weeks Summer)

✦ Can be from two to fifteen credit hours

✦ Maximum of one MDIA 4910 within program

✦ Requires: validation of internship by sponsor; submission of paper at end of internship; meet with Internship Coordinator at conclusion of internship; meet with students to discuss internship experience; complete online form reporting internship.
Internship Resources

- Ohiomeansinternships.com
- app.interninohio.com/Public/Home.aspx
- Internmatch.com (internships & jobs)
- Experience.com
- Indeed.com
- idealist.org
- internship.com
- simplifiedhired.com
Internship Resources

- www.gameindustrygrunts.com
- www.goodgamestudios.com/jobs
- www.4entertainmentjobs.com
- http://mandy.com/ (Film and TV production resources)
- http://www.entertainmentcareers.net/
- http://teamworkonline.com/about.cfm#Seeker  (Sports)