

**Internships in Dublin:  
Critical Inquiry and Professional Success  
CAT 124RS  
Sixth College, UCSD**

*\*Syllabus is subject to change at any point in the quarter*

Professor: Bill Robertson Geibel

Email: [wgeibel@ucsd.edu](mailto:wgeibel@ucsd.edu)

Discussion Hours: Thursdays 6-8:00pm (Dublin time)

Discussion Location: <https://ucsd.zoom.us/j/6966412335>

Office Hours: Wednesdays 6-7pm (Dublin time) or by special appointment

Office Hours Scheduling: You must book a time [HERE](#)

Office Hours Location: <https://ucsd.zoom.us/j/6966412335>

**COURSE DESCRIPTION**

CAT 124GS is a 4-unit course designed to accompany students' participation in an internship in Dublin, Ireland. The course provides students with an academic framework through which to analyze and leverage their international internship experience. Through weekly seminars, and online discussion students will share their reflections and observations about their internships while exploring what these experiences mean in the context of their own civic and professional development. Foregrounding the themes of critical inquiry, civic professionalism, global citizenship, and professional development students will produce a portfolio that documents their professional identity, values, and experiences. Students are expected to commit 15-20 hours a week to their internships. Fulfills the Sixth College Practicum requirement.

**COURSE LEARNING OBJECTIVES:**

*Through participation in this course, students will develop their ability to...*

- Reflect critically on their own professional experiences, assumptions, and responsibilities in global and intercultural contexts
- Communicate effectively with diverse and multicultural professional audiences
- Identify and develop actionable strategies to align their professional goals with their personal values and responsibilities as global citizens
- Appreciate the influence of globalization on their chosen career field and develop the skills to navigate intercultural work environments

**COURSE REQUIREMENTS:**

1. Group Discussion Sessions
2. Weekly Assignments
3. Final Reflective Assignment

*\*To pass the course, students must also submit a timesheet signed by their internship supervisor.*

### I. Small Group Discussion Sessions (50% of your grade)

In weeks 1 and 8, and every other week in between, you will participate in a small group (5-6 people) discussion session via ZOOM. Each session will last approx 60 minutes. We will begin with a check in and everyone will share updates from their internship (e.g. observations, challenges, successes, etc.). In the second half of class, we will move into the readings and share with each other our reflections and analyses on the week's topic. Emphasis will be placed on connecting the readings to your experience in Dublin; so you should prepare ahead of time for what you want to share with the group. You will be graded on a 1-10 scale, to receive full credit you are responsible for demonstrating that you have completed the readings and prepared in advance to have an engaged, interactive discussion with your fellow classmates. Missing more than 2 discussion sessions is grounds for failing the course. Contact the instructor immediately with any concerns.

### II. Weekly Assignments (40% of your grade)

These writing assignments are meant to be useful for your professional development. You will be given prompts and resources to guide your assignments via the course website. These will be graded pass/no pass. To receive a passing grade they must be a) submitted on time, b) be free of grammatical errors, and c) demonstrate critical thinking and thoughtful engagement with the prompt. If you receive a no pass, you will be given feedback and the opportunity to resubmit the assignment. All assignments are due on Fridays. Late assignments will not be accepted unless approval is given due to extenuating circumstances.

How many weekly assignments you are required to submit corresponds with how many hours you will intern over the course of the summer. See breakdown below. On the weeks you don't submit a weekly assignment, you are still responsible for doing the readings and coming to your discussion session ready to engage on the topic.

#### ***Breakdown of Required Weekly Assignments by Number of Internship Hours***

<b>Average Internship Hours/Week</b>	15 or less (<121 hrs/total)	16-20 (121-160 hrs/total)	21-25 (161-200 hrs/total)	26-30 (201-240 hrs/total)	More than 30 (>240 hrs/total)
<b>Number of Weekly Assignments Required (total)</b>	7/7	6/7 (Must do Week 1)	5/7 (Must do Week 1)	4/7 (Must do Week 1)	3/7 (Must do Week 1)

***\*\*Note: if your total amount of hours changes unexpectedly, it is still your responsibility to complete the appropriate amount of assignments. Contact the instructor with any concerns.***

### III. Final Reflection (10% of your grade)

This is a multipart writing assignment that will ask you to reflect on your experience over the quarter in several different ways. Prompt provided on CANVAS.

**Additionally, students must complete the following requirement in order to pass the course:**

#### Internship Validation

At the end of the course, you must submit an internship validation form signed by your supervisor and documenting the hours that you worked throughout the 8 week quarter. To pass the course, you must have worked at least 100-120 hours (an average of 15 hours/week). Failure to complete the minimum requirements will result in an automatic grade reduction to F/NP. If for any reason you find that you must miss more than the equivalent of one week's regular shift at your internship or if you must end your internship early, you **MUST** inform the instructor immediately.

#### SCHEDULE OF ASSIGNMENTS:

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##### **Week 1: Course Basics: Reflection, Civic Professionalism, and Goal Setting**

Readings:

- Frederick Sweitzer & Mary King, [The Successful Internship](#) (pages 5-8)

*Pick 1 or 2 of the following:*

- [10 strategies for success abroad](#)
- [10 Tips to Get the Most Out of Your Internship](#)
- [10 tips for surviving an internship abroad](#)

Due Friday by 11:59pm:

- Weekly Assignment #1: Smart Goals (we will work on this assignment in our first class)
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##### **Week 2: Your Internship**

Readings:

- Indeed, [What is Globalization](#)
- [What is Critical Reflection?](#)

Due Friday by 11:59pm:

- Weekly Assignment #2: Research Your Organization (prompt on CANVAS)
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##### **Week 3: Workplace Culture and "Professionalism"**

Readings:

- J. Yo-Jud Cheng and Boris Groysberg, [How Corporate Cultures Differ Around the World](#)
- [Business Communication in Ireland](#) (updated link)

Due Friday by 11:59pm:

- Weekly Assignment #3: Workplace Observation (prompt on CANVAS)
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#### **Week 4: Career Matrix**

Readings:

- Jenny Anderson, [The only metric of success that really matters is the one we ignore](#)

Due Friday by 11:59pm:

- Weekly Assignment #4: Career Values and Hypothesis (prompt on CANVAS)
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#### **Week 5: Thinking Globally**

Readings:

- [UN Sustainable Development Goals](#)
- [How Supporting Ethical Clothing Brands Helps Stop Modern Slavery](#)

Due Friday by 11:59pm:

- Weekly Assignment #5: Global Impact and Values (prompt on CANVAS)
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#### **Week 6: Thinking Professionally: Networking and Informational Interviews**

Readings:

- Natalie Lundsteen, [Best practices for professional email](#)
- [How to Develop a Professional Identity & Tips for Professionalism in the Workplace](#)  
(both articles are within this link)

*Optional (intended to help with your weekly assignment)*

- [27 of the best professional bios](#)
- WIX, [How to write a professional bio](#)

Due Friday by 11:59pm:

- Weekly Assignment #6: Professional Bio (prompt on CANVAS)
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#### **Week 7: Thinking Critically and Communicating Effectively**

Readings:

- Jason Hickel, [Why the new Sustainable Development Goals won't make the world a fairer place](#)

Due Friday by 11:59pm:

- Weekly Assignment #7: Constructive Feedback (prompt on CANVAS)
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#### **Week 8: Reflection and Final Reflections**

Readings:

- Valerie Stimac, [How to Deal With Reverse Culture Shock After Studying Abroad](#)
- BCC, [How to Leverage your International Experience in an Interview](#)

Due Friday by 11:59pm:

- Final Reflection (prompt on CANVAS)

## **COURSE POLICIES:**

**The Respect Rule:** I ask you all to show the utmost respect to everyone in the classroom. We all have different backgrounds, values, beliefs, identities, and experiences that may sometimes cause disagreement; but when you are in this class, you are required to demonstrate understanding, respect, and empathy towards your fellow classmates, guest speakers, and instructors.

**Office Hours Policy:** You are required to come to my office hours at least 1 time during the quarter. Beyond that, my (virtual) door is always open and I am happy to talk to students about a range of topics, not just course-specific issues. I want to help make your experience at UCSD a positive one. If you cannot make my scheduled times, let me know, and we can make an individual appointment.

**Academic Honesty:** Plagiarism or cheating is a serious offense and will be dealt with following university guidelines. It is your responsibility to become familiar with its policies, definitions, and penalties. These rules apply to exams and papers. If you have any questions about proper conduct, please see me. Do not guess or be uncertain about what constitutes cheating. Resources and information on academic integrity can be found at <https://academicintegrity.ucsd.edu/>

Plagiarism and/or cheating will not be tolerated, and at **the very least**, you will receive zero points on the assignment and be reported to the University. Ultimately, you may receive a failing grade in the class and be subject to university discipline.

**Discrimination and Harassment:** UCSD does not discriminate on the basis of race, color, age, religion, national origin, sex, marital status, sexual orientation, disability, or status as a U.S. veteran. This class adheres to those guidelines. Alternative viewpoints are welcome in this classroom. *However, statements that are deemed racist, sexist, classist, ableist, homophobic, or otherwise discriminatory toward others in the class will not be tolerated and students will be asked to leave.* Students come from a wide variety of backgrounds and possess a diverse array of values and beliefs and the classroom must be a safe space to discuss opinions and ideas. As such, I will not tolerate harassment of any kind in my classroom.

**ADA Statement:** Students requesting accommodations for this course due to a disability should (if needed) provide a current Authorization for Accommodation (AFA) letter issued by the Office for Students with Disabilities (OSD) which is located in University Center 202 behind Center Hall. Students are then required to present their AFA letters to Faculty (please make arrangements to

contact your professor privately) and to the OSD Liaison in the department in advance so that accommodations may be arranged. No retroactive accommodations can be provided. The CAT OSD liaison is Nik Bulajic: [nibulajic@ucsd.edu](mailto:nibulajic@ucsd.edu).

**Other Important Policies:** Anyone having problems in this course is strongly encouraged to contact me as early as possible. I will be happy to meet you and help you in any way possible.  
**Our goal is for you all to succeed!**