

### Course Unit: Supervised Academic Internship

<b>Semester</b>	-	<b>Language of Tuition/Assessment</b>	English/ German
<b>Hours per week</b>	20 h	<b>Group size (max)</b>	20
<b>Contact hours (Student office)</b>	15 h	<b>ECTS credits</b>	Based on actual workload (up to 15 ECTS credit points).
<b>Individual study</b>	5 h	<b>Supervisors</b>	Core Team Members Languages/ International Affairs

#### Description:

By completing this internship, students can gain valid work experience while studying in a German academic environment. Students learn about German academic and business cultures and how they affect encounters in personal or professional situations. By getting involved in project work, they can acquire useful project management skills and apply them to practical tasks. By interacting with partner universities, students will also learn about other European cultures. Depending on the tasks they are assigned, they will learn about and practice oral and written business communication, WebPage design, image processing etc. Working as an intern at RheinAhrCampus will provide students with the opportunity to work in a German academic setting, to get involved with students from different cultural backgrounds, and to develop their own communication skills.

#### Content:

##### The main duties of the student completing this internship entail:

- Working with international exchange programs (short-term exchanges and
- semester exchanges) on visibility, advertising, and promotion
- serving as a liaison for these programs for RheinAhrCampus and others involved
- developing marketing tools for these programs
- helping to provide orientation and advertising for these programs
- communicating with partner universities in order to promote academic opportunities at RheinAhrCampus
- collaborating on other projects within the Languages / International Affairs unit
- providing teaching assistance to the lecturers, working on e-learning teaching projects

#### Method:

The main language of communication and instruction will be English. If students are fluent in German, they will be encouraged to utilise and improve their language skills during the internship. Tasks and activities will be chosen so as to provide students with an ideal learning environment so as to familiarise themselves with German communication and business customs. Theory and practice will be interlaced.