



Drafting Internship Learning Objectives

Student Intern: _____ Internship Site: _____

Working with your supervisor, choose from the following learning objectives OR submit others which are specific to the position or internship assignment:

- Handle engineering data: make and file prints, call up computer data files, print CAD drawings/models from data files.
- Create and make changes to engineering drawings or models: manual drawings, CAD drawings, solid models, sketches, layouts.
- Use prints to fabricate, inspect, troubleshoot or assemble.
- Perform mathematical calculations for dimensions, tolerances, motions, costing.
- Create, modify and/or inspect machined parts.
- Read, interpret and/or sketch architectural or industrial drawings and plans
- Participate in project management or the expediting of projects.
- Work and communicate with experienced technical personnel.
- Demonstrate understanding and use of technical terminology.
- Look up information in technical publications, specification sheets, and documents.
- Use standard PC business software for communication: email, internal office memos, business correspondence, spreadsheets, and databases.
- Create and work with costing data, inventory data, bills of material.
- Observe/analyze mechanism operations.
- Observe/analyze machine controls.
- Observe/analyze safety devices and procedures.

- Other: _____.

- Other: _____.

To receive Credit at the end of the semester, I agree to submit the following:

1. Final Summary Portfolio
 - Written overview (minimum of 2-3 pages typed) of your internship experience including challenges you faced and how you overcame them, results of your work, reaction to your performance from other team members, description of business relationships with co-workers, how your degree assisted you in your work, and how your work benefited the company.
 - Descriptions, samples and examples of the projects and tasks completed during your internship based on your list of learning objectives.

2. Supervisor Evaluation Form (provided to the supervisor by the Internship Coordinator).

Student Signature

Date