Forestry & Natural Resources Internship
DRAFT Course Syllabus 2017 (1-3 Hr Credits)

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To enroll in this class, you MUST have submitted your Internship Application and turned in your Warnell MOU Form by May 1, 2017

Course Objectives:
This course is designed to enhance student’s professional experience and further prepare them for a career in natural resources. Professionalism is extremely important. Please consider this when completing assignments, and be sure to adhere to all due dates!

Requirements:
1. Completion of field experience (100 hours, per one credit hour received)
2. Employer evaluation
3. Written assignment*
4. Oral presentation

VERY IMPORTANT - PLEASE NOTE:
*Students pursuing only one hour of credit in Spring or Fall Semester should ONLY submit their written assignment on the last day of classes for that semester.
*The one hour of credit option is not available to Forestry Students.
*1 hour of credit = 100 work hours, 2 credits = 200 work hours, 3 credits = 300 work hours

Grading Policy:
This course is graded on the “Satisfactory” and “Unsatisfactory” scale. A grade of “Satisfactory” will be given if all assignments are completed and turned-in on or before the dates specified. A grade of “Unsatisfactory” will be given if assignments are late and/or are incomplete.
**Attendance Policy:**
There will be four to five scheduled presentation dates. Students are required to attend a minimum of **TWO** presentation meetings (your own presentation and another meeting (four presentations per meeting)). Failure to meet this requirement may result in a grade of “Unsatisfactory.” **This requirement does not apply to students completing only one hour credit.**

**Assignment Descriptions and Due Dates:**
All assignments must be submitted electronically and will go to the appropriate advisors. Please be aware, failure to complete any of the below assignments and/or turning-in assignments late may result in a grade of “Unsatisfactory.”

**Employer Evaluation – Friday, August 25, 2017 (by 5:00pm)**
Your employer MUST complete and submit an internship evaluation by Friday, **August 25, 2017**. Ms. Jenny Yearwood will send your employer the online evaluation link via e-mail on Monday, **August 7, 2017**. It is student’s responsibility to check with Ms. Yearwood and their supervisor to insure this requirement has been fulfilled.

**Written Assignment – Friday, October 6, 2017 (by 5pm)**
This paper MUST be four pages in length (double-spaced, 12 pt Times New Roman font, 1 inch margins) with a cover letter, and will serve as a building block for student’s oral presentations. Selected papers will be available to Warnell students researching possible internships as a Warnell Blog. This paper **NEEDS** to include:

1. Information about the company/organization/agency.
2. Why the student chose this particular internship.
3. What student’s learned about the job application process. Include tips/advice for students pursuing similar opportunities.
4. The main goals and objectives of the internship, and how they were achieved.
5. Student’s daily tasks and assignments.
6. An explanation of how the student contributed to the work environment.
7. What concepts or techniques the student learned from Warnell courses that were instrumental in completing the field work, and were there areas in which the student lacked skills?
8. How Warnell can further assist students in preparing for a natural resources career.

**Oral Presentation – Dates to be determined**
Students’ presentations should address the topic #’s 1, 4, 5, 6 and 7 from the written assignment. Students need to give a **PROFESSIONAL TEN-minute presentation** (with TWO additional minutes allowed for questions) about their work experience. Students will be given a time warning at the EIGHT and NINE minute mark, and then stopped at TEN minutes. Students will only have time for 5-7 slides (plus your cover slide) so plan accordingly and practice your presentation beforehand. Be sure to consider your audience (fellow natural resources job hunters) when planning your presentation. **Please include pictures of yourself and your fieldwork.** Remember, this is a **PROFESSIONAL** orientation and thus students need to dress professionally (Shorts, t-shirts, hats, etc., are **NOT** acceptable!!!)
University Honor Code and Academic Honesty Policy

The University of Georgia seeks to promote and ensure academic honesty and personal integrity among students and other members of the university community. Academic honesty is defined broadly and simply—the performance of all academic work without cheating, lying, stealing, or receiving assistance from any other person or using any source of information not appropriately authorized or attributed. Academic honesty is vital to the very fabric and integrity of the university. All students must comply with an appropriate and sound academic honesty policy and code of honest behavior. All members of the university community are responsible for creating and maintaining an honest university, and all must work together to ensure the success of the policy and code of behavior. All members of the university community are responsible for knowing and understanding the policy on academic honesty.

A Culture of Honesty, the academic honesty policy and procedures of the University of Georgia, will be made readily available to all students and instructors to ensure understanding of the academic honesty system and its proper functioning. The complete policy is available at: http://honesty.uga.edu

This course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.