

## Creative Internship – Extended DES+009

### MODULE DESCRIPTOR

<b>ECTS credits<sup>1</sup></b>	60	<b>Programme</b>	BA Design BA Fine Art BA Applied Art BA Visual Culture
<b>NQF level</b>	8	<b>School</b>	Design
<b>Stage</b>	3	<b>Module Co-ordinator</b>	Alex Milton
<b>Trimester</b>	1 and 2	<b>Module Team</b>	College staff
<b>Contact</b>	David Bramley, School Secretary: <a href="mailto:bramleyd@staff.ncad.ie">bramleyd@staff.ncad.ie</a>		
<b>Responsibility</b>	The NCAD Academic Council and School of Design Board have responsibility for this module.		

### 1. Introduction

The aim of this year-long module is to provide students with the opportunity to apply the subject specific creative skills, knowledge and understanding, as well as personal transferable skills, acquired in their programme, to the real world environment of work.

The module seeks to:

- enable students to gain real life ‘practical’ experience within their chosen area of study;
- increase student employability;
- provide students with a professional network within their chosen field.

Students undertake a work placement and agreed programme of part-time work within a vetted company or organisation equivalent to 600-800 hours of work-based learning.

Students will follow an agreed learning plan (or set of learning plans if the student undertakes multiple internships in different host companies or organisations) in order to receive meaningful, study-related work experience, which will be of significant advantage to them when in post-graduation employment. The students will record their experience in both a logbook, placement report and a reflective journal, and their performance at work will be evaluated by their respective in-placement company via an evaluation form.

Delivery is by means of ‘on-the-job’ activities; in addition, students may be required to attend specific staff development activities, as designated by the host companies/organisations.

Placements may be multiple and weighted accordingly at assessment.

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<sup>1</sup> European Credit Transfer and Accumulation System, where 60 ECTS credits equate to the workload of a full-time academic year

The module forms part of the Studio+ suite of modules, which seeks to give students at NCAD a sense of independence and professionalism as they work collaboratively with each other, and with external organisations.

Students wishing to undertake this year-long module need to have their learning agreements and related documentation signed off by their Head of Department, Head of School and by the Head of Academic Affairs.

## 2. What will I learn?

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On successful completion of this module students will be able to:

- Discuss the function and structure of the company or organisation in which they are placed, and it's use and application of creative practices.
- Understand and discuss the role/s of art and design within companies and organisations.
- Demonstrate planning and organisational skills.
- Apply subject-specific creative skills, knowledge and understanding acquired in the programme, to a workplace situation.
- Demonstrate professional, interpersonal and communication skills appropriate to a workplace situation.

## 3. How will I learn?

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Students will learn through an agreed programme of study within a real-world context, supported by online tutorials.

Learning tool	Hours
Lectures, Tutorials, Workshops, Reviews	10
Directed Student Learning	600-800
Self-Directed Learning	290-390
<b>Total Workload</b>	<b>1200</b>

## 4. What learning supports are provided?

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Students are supported by academic staff and an internship officer who are collectively responsible for agreeing, and where appropriate, sourcing work placements which meet the practice learning requirements for students undertaking the Studio+ year of their BA studies.

Supports include NCAD staff:

- Undertaking regular online or in-person check-ins with students on internships
- Communicating with companies and organisations regarding NCAD plans, policies and procedures for student internships, and ensuring required set-up documentation is completed.

- Establishing and maintaining relationships with representatives of companies and organisations in which students are placed.
- Facilitating the establishment of learning contracts and related documentation prior to student commencement at the placement location/site.
- Providing necessary induction sessions to all students on internship pertinent to their area of study.
- Ensuring any and all appropriate documentation is established and maintained.
- Communicating with the internship providers in respect of all aspects of the internship.
- Providing support to students in relation to any personal or professional issues which may arise in relation to their internships.
- Maintaining accurate records of all components of internships undertaken including written critical evaluation of the placement/s comprising of a log book, reflective journal, and an evaluation form completed by the student’s placement host company or organisation, and a portfolio of creative work evidencing all work carried out during the placement/s.

## 5. How will I be assessed?

Assessment tool	% of final grade	Timing
Stage 1: Submission of an interim portfolio of creative work evidencing all work carried out during the placement/s within trimester 1, and a written critical evaluation of the placements comprising of a log book, reflective journal, and an evaluation form completed by the student’s placement host company or organisation.	50%	End of trimester_1
Stage 2: Submission of a summative portfolio of creative work evidencing all work carried out during the placement/s, and a written critical evaluation of the placements comprising of a log book, reflective journal, and an evaluation form completed by the student’s placement host company or organisation.	50%	End of trimester_2
<b>Total</b>	<b>100%</b>	

Students will receive feedback on their progress in the form of formative assessments and informal feedback as well as feedback on summative assessments. If a student is experiencing challenges during the internship, staff will seek to ensure a positive outcome for the student and the host company or organisation, and where a student has failed a stage of the internship, require the student to undertake alternative studio+ modules to ensure the completion of the required credits.

### Grading

Students’ assessments will be graded with Pass/Fail.

## 6. What happens if I fail?

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### Resit Opportunities

Students who are unsuccessful at the end of Trimester 1 are required to undertake alternative Studio+ modules to ensure they have completed the required credits during Trimester 2 and 3.

Students who successfully complete Stage 1 (Trimester 1) but fail Trimester 2 (stage 2) of the module are eligible to be awarded 30 credits. Opportunities will be provided during or at the end of Trimester 2 or during 3 to students who do not complete stage 2.

## 7. Am I eligible to take this module?

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### Module Requisites and Incompatibles

<b>Pre-requisites</b>	Successful completion of Year 2 modules (60 credits) or equivalent prior learning
<b>Co-requisites</b>	None
<b>Incompatibles</b>	None
<b>Prior learning</b>	None
<b>Recommended</b>	None

## 8. When and where is this module offered?

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Work Based Learning	Trimester 1 and 2
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## 9. How will I have the chance to evaluate the module?

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It is important to NCAD that students inform the development of teaching and learning at NCAD. We encourage all students to communicate their concerns and their observations about their study to members of staff so that any changes can be made in a timely manner.

About two-thirds of the way through the semester, a student forum will be convened to gather students' comments about their study and the delivery of the programme. In addition, at the end of Trimester 2, students have the opportunity to complete an online evaluation of their study and experience at NCAD. These evaluation events are important to current and future students, to ensure we can enhance the delivery of programmes at NCAD.

In addition, students are invited to discuss their experience on the module with their lecturers at any point during the year. Students can also relay their comments to the class student representative who will communicate their comments to the staff.

**For further details on the content of your module and teaching arrangements,  
consult your Programme or Module Handbook**