

INFORMATION MEETING ABOUT PROJECT-BASED INTERNSHIP



SCHOOL OF BUSINESS AND SOCIAL SCIENCES
AARHUS UNIVERSITET

1. MARCH 2023

STUDENT COUNSELLORS



AGENDA FOR TODAY

➤ **16.15 – 16.30: Short introduction to the internship**

- Content of the internship
- Balance your expectations
- Application process
- Important dates

➤ **16.30 – 16.45: Information about the internship agreement**

- v/Lars Esbjerg (course coordinator)

➤ **16.45 – 17.15: The experience of being an intern**

- v/two 4th semester cand.merc.-students; Sune and Emma

➤ **17.15 – 18.00: Questions?**



OBJECTIVE OF THE INTERNSHIP

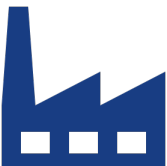
*The objective of the project-based internship is to obtain a **deeper understanding** of a subject area or topic. As an internship replaces one or more courses in an MSc study programme, the learning should consist of a **deeper academic insight** into an area and not just superficial knowledge of the area.*





CONTENT OF THE INTERNSHIP

➤ The project-based internship includes:



A stay in a relevant company for an extended period of time



Writing a report analyzing or solving one or more relevant problems



An oral defence of the project-based internship

PRACTICAL INFORMATION

Internships can be approved with a weighting of 20 ECTS:

	20 ECTS
Project-based internship	444 hours according to 12 weeks of full time work

IMPORTANT:

- The internship must be completed before submission of the report (4th of January)
- The internship doesn't have to be full-time work – you can distribute the hours over the whole period
- If you find an internship with more than 444 hours don't state that on the internship agreement



BALANCE YOUR EXPECTATIONS

The switch from being a full-time student to working full-time can be a challenge. Therefore, it is a good idea to *balance your expectations* with the company.

Note:

- You might have to initiate the conversation regarding expectations
- Make sure to make your internship-company aware of the final goal with the internship:

*To write an academic report,
where you solve and analyse one
or more problems encountered
during the internship*

BALANCE YOUR EXPECTATIONS



Possible questions to clear with your company:

- What is the working hours?
- How many days a weeks/which days do you expect me to be at the office?
- Is it possible to have a weekly 'writing day' for my internship report?
- What is my exact work assignments?
- Who can I get in contact with if I feel like I have to much/to little to do?

Simple questions are really useful – especially if the are asked prior to the internship start!



APPLICATION PROCESS

What-to-do?

Step 1:

- *Find a company with an interesting job posting*



Step 2:

- *Balance your expectations with the company regard wished for the stay*



Step 3:

- *Find a supervisor at AU*



•Step 4:

- *Sign up for Project-Based Internship on STADS between the 1.-5. of May*



•Step 5:

- *Fill out the Internship agreement (correctly) and submit it no later than the 15th August*



•Step 6:

- *Upload your internship report no later than the 4th of January + oral exam*





OTHER OPPORTUNITIES

Research internship

- An opportunity to develop your academic competences by working as an unpaid research assistant/research intern.
- The department constitutes the “company”, and the same rules apply as for other internships.
- Look at the course catalog for more information

Project-based internship in your own start-up

- If you are about to start a business, you have the opportunity to participate in the Project-based internship in your own startup.
- Look at the course catalog for more information



SUPERVISION

The host company appoints a contact person → **external supervisor**. The external supervisor has the overall responsibility for the student during the internship and enters into an internship agreement with the student.

The student is responsible for finding an **internal supervisor** who must be employed as an academic member of staff at BSS. The internal supervisor must:

- Approve the host of the internship
- Approve and sign the internship agreement
- Approve the problem formulation and delimitation of the internship report
- Assess the report and the oral examination



ACKNOWLEDGEMENT

Students can accept acknowledgements up to a **maximum of 3000 Danish kroner** per month besides their monthly student grant (SU).

Please note:

- *As a student during an internship in Denmark you cannot accept a salary during your project-based internship. This also applies if you give up your SU.*
- *In some countries it is required that students receive salary. If this is the case, you are not allowed to receive SU.*

IMPORTANT:

- Any questions about SU should be directed to the SU-Office



IMPORTANT DATES

	IMPORTANT DATES
Registration for the Project-based Internship in STADS	1.-5. of May
Submission of the internship agreement	<u>No later</u> than the 15 th of August
Submission of the internship report in Wiseflow	4 th of January
Oral exam	January

WHERE TO FIND MORE INFORMATION?

Go to **studerende.au.dk**--> 'Teaching' --> 'Projectbased internship, cand. merc'

» Introduction Week

» Teaching

- » Timetables
- » Course Catalogue
- » Academic regulations
- » Board of Studies
- » Course registration
- » Electives
- » **Project-based internship, cand.merc.**
- » AU Summer University
- » 3rd semester at the MSc programmes
- » Course evaluation
- » Credit transfer programme (top-up)
- » Guest students (credit module)

Project-based internship

Project-based internship information meeting

We invite you to join the project-based internship information meeting the 1st of March in Auditorium M3 at 16.15.

Step 1: Find a company



Step 2: Balance your expectations with the company



Step 3: Find a supervisor



Step 4: Sign up for the course 1-5 May



Step 5: Submit the internship agreement deadline 15th August



Step 6: Handin the internship rapport deadline 4th January



FAQ

I have already found an internship and signed a contract with the company. Can I just send this contract to AU?

No, you need to submit the official internship agreement from AU, and have both the company and your internal supervisor sign it, before you can submit it.

Find more information about [the internship agreement here](#).

Is it possible for me to submit the internship agreement before the 15th of August?

Do I need to submit a new internship agreement, if my contact person in the company has left before, I have finished the internship?

AARHUS BSS INTERNSHIP FAIR 2023

21st of march from 15.00 - 17.00 CET

Hosted by Studenterlauget and BSS Career



Aarhus BSS Internship Fair 2023

 Fysisk event  21. marts, 15:00 - 17:00 CET  15 virksomheder registreret

Join Aarhus BSS' largest career fair this semester, especially for students looking for internships.

PROJECT-BASED RESEARCH INTERNSHIP



DEPARTMENT OF MANAGEMENT
AARHUS UNIVERSITY

PROJECT-BASED INTERNSHIPS
1 MARCH 2023

LARS ESBJERG
DIRECTOR OF STUDIES



PROJECT-BASED RESEARCH INTERNSHIP IS A CAREER IN RESEARCH FOR YOU?

An opportunity to apply, and reflect on using, the knowledge, skills and competencies acquired through your specialisation by **working as an unpaid research assistant on a research project relevant to their specialisation.**

Students are thus **trained in the role of being a researcher**, who participates in performing relevant research tasks on an actual research project.

A project-based research internship has three main elements

- A stay in a relevant research environment for an extended period of time.
- Writing a report analysing or solving one or more relevant phenomena and problem(s).
- An oral defence of the project-based research internship.

RESEARCH INTERNSHIP

REFLECTIONS FROM A FORMER STUDENT

Reasons for doing a research internship

- If considering a PhD, the internship is a great opportunity to try-out working as a researcher
- You have time to dig deeper into a topic of your own interest
- You are surrounded by people, who are amongst the most knowledgeable within different areas of knowledge
- Also related to a possible PhD: You get to know people (both other PhD students and more senior colleagues) before starting your PhD – this saves you a lot of time, when/if you start as a PhD student yourself.

RESEARCH-BASED INTERNSHIP WITHIN MARKETING AND CONSUMER BEHAVIOUR

The MAPP Centre is looking for motivated, curious, research-oriented interns to collaborate with one of our researchers within one of the following on-going projects:

- **R3PACK – Uptake of food packaging reuse** (www.r3pack.eu) aims to explore ways to increase uptake of food packaging reuse schemes.
 - **Contact:** Polymeros Chrysochou, polyc@mgmt.au.dk
- **Consumer Panel Data:** Exploring complex food choice behaviour from consumer panel data. The data cover a span of 20 years from 3000 Danish households from GfK.
 - **Contact:** Polymeros Chrysochou, polyc@mgmt.au.dk
- **PlantPro** – peer effects study and review of best practice research: As part of the Innovation Fund funded project (<https://mgmt.au.dk/plantpro/>), an experimental study on social norms / peer influence effects will be conducted, as well as a review of the available evidence of marketing and policy actions to increase plant-based diets.
 - **Contact:** Jessica Aschemann-Witzel, jeaw@mgmt.au.dk

RESEARCH-BASED INTERNSHIP WITHIN MARKETING AND CONSUMER BEHAVIOUR

- **FOODCOST – Redefining the value of food.** FOODCOST is an EU Horizon Europe project that aims to explore ways to internalize environmental externalities through price- and non-price mechanisms. The intern will work on approaches to communicate externalities to consumers using labels in virtual reality in-store experiments and choice-based experiments.
 - **Contact:** John Thøgersen, jbt@mgmt.au.dk.
- **CELLFOOD** – is an AUFF funded project with an aim to find ways to produce foods in cells instead of fields and animals, and thus responding to climate challenges and animal welfare issues in food production. At MAPP we study the factors influencing the consumer and societal acceptance and adoption of these new products.
 - **Contact:** Liisa Lähteenmäki, liisal@mgmt.au.dk.

RESEARCH-BASED INTERNSHIP ON LOGISTICS AND SCM

“The use of statistical models for performance measurement & management (i.e. both exploratory and confirmative) within logistics and supply chain management”

- Especially relevant for OSCA students
- Please contact Steen Nielsen (sni@econ.au.dk) for more details

PROJECT-BASED INTERNSHIP

THE INTERNSHIP AGREEMENT AND INTERNSHIP REPORT



DEPARTMENT OF MANAGEMENT
AARHUS UNIVERSITY

PROJECT-BASED INTERNSHIPS
1 MARCH 2023

LARS ESBJERG
DIRECTOR OF STUDIES



PURPOSE

The purpose of project-based internships is to give you the **opportunity to apply, and reflect on using, the knowledge, skills and competencies acquired through your MSc** in Economics and Business Administration specialisation **in real life practice**.

- You are trained in the role of being **a reflective practitioner**, who participates in performing relevant practical tasks and reflects on them from an analytical position

The internship must be **relevant for your specialisation!**

- It is your responsibility to find a host and get a written contract about the internship
- You must find an internal supervisor – see the [Supervisor Lists](#) for inspiration
- You must obtain the internal supervisor's prior approval of the project-based internship
- The supervisor pre-approves the project-based internship by signing the standard internship agreement. **You must use the standard agreement**

THE INTERNSHIP AGREEMENT

The internship agreement must include

- A description of **your tasks**. The description of the tasks must be of such a nature, that it is possible to determine the academic relevance and level of the project-based internship
- An indication of when the project-based internship takes place (**period** and number of weeks)
- Information about the internship **location** and the name, etc. of the **external supervisor** (company contact person)

The agreement can only be approved, when the above is fulfilled and it has

- Signature from the internship company
- Signature and approval from supervisor
- The student's signature
- End date (no later than January 3)
- The student's CPR number

**The agreement must be submitted before you start your internship
and by 15 August at the latest!**

ALIGNMENT OF EXPECTATIONS BETWEEN STUDENT, HOST AND UNIVERSITY

Is an internship the right path for you?

- Is it necessary or do you get relevant experience elsewhere?
- Would it be better if you took electives?

Reflect carefully on **what you want** to get out of the internship!

The practice-based internship must form **a natural part of your MSc specialisation** and therefore the problems worked on must be in line with that programme.

- The content of a practice-based internship will thus provide you with deeper insight into the academic profile of your MSc specialisation.
- **Working on a specific project** vs. **ad hoc tasks**

ALIGNMENT OF EXPECTATIONS BETWEEN STUDENT, HOST AND UNIVERSITY

Your host must provide **an appropriate organisational and social setting** that helps you learn from others, and at the same time is conducive to you reflecting on practical issues.

- What constitutes a suitable setting depends on your specialisation and the tasks to be performed

It is expected that you will be able to **work on your internship report during the internship**

- Explicitly agree with your host to have time for this (included in the agreement)

You get 20 ECTS for doing an internship – therefore **the academic requirements for the internship report are very high**

- Get started early!
- Get your problem statement approved by your supervisor!
- Be realistic

NEW TEXT ADDED TO THE INTERNSHIP AGREEMENT TO HELP ALIGNMENT

“The internship must constitute a natural part of the student's line of specialisation. It is therefore expected that the topics that the student works on are based on topics dealt with in the student's line of specialisation.

It is also expected that the internship site will provide the student with an organisational and social framework that helps students to learn from others, and at the same time is conducive to students reflecting on practical issues. It will depend on the student's line of specialisation and the tasks to be performed in the internship, which constitutes an appropriate organisational and social framework.

Concurrently with the student's internship, the student must meet the requirements for further ECTS credits. This means that the student must have at least one course at the same time as, or immediately before the internship. It is also expected that the student will be able to work on his/her internship report concurrently with the internship.”

INTERNSHIP REPORT

PART 1: MAX. 48,000 CHARACTERS

In the internship report, you must provide a thorough description and analysis of the selected phenomena and problem(s) including

- **A concise presentation of the project context and the phenomena and problem(s)** selected for analysis
- **Delimitation** of the phenomena and problem(s) and possible alternative courses of action
- Selection and use of **relevant concepts and theories** for analysing the phenomena and problem(s)
- Selection and use of **relevant methods** for generating empirical data and/or gathering of secondary data as the basis for the analysis
- **Analysis and interpretation** of the empirical data and/or secondary data collected
- **Discussion of** the theoretical and practical **implications** of the analysis
- **Recommendations for future action**

ORAL EXAM

The oral exam starts with **a short action-oriented presentation** (max. 5 minutes) of the problem studied, main conclusions, recommended courses of action and practical implications for your host.

The purpose of the oral exam is to conduct **an in-depth examination of your ability to meet the learning objectives** and to give the student the opportunity to discuss and get **feedback on your work** from the supervisor and internal co-assessor.

One overall assessment based on Part 1 of the internship report and the oral exam

LEARNING OUTCOMES

Knowledge of

- The organisational and business context.
- Relevant concepts, models and theories.
- Relevant methods for generating, analysing, and interpreting empirical data and/or secondary information.

Skills to

- Identify, define and delimit relevant substantive phenomena and problem(s) in precise theoretical terms.
- Justify the choice of relevant concepts, models and theories for analysing the phenomena and problem(s).
- Justify the choice of relevant methods to generate, analyse and interpret empirical data and/or secondary information as the foundation for analysing the phenomena and problem(s).
- Perform a clear and precise analysis of the phenomena and problem(s) identified using relevant concepts, theories, methods and data.

Competences to independently

- Recommend and discuss relevant courses of action.
- Discuss the implications and limitations of the concepts, models, theories and/or methods for the project work carried out.
- Account for, and reflect on, how and to what extent the results developed through the project-based internship will be implemented in the company or organisation and, if relevant, provide possible explanations for why they will not be implemented.
- Present all elements of the report (problem, analysis, reflections, etc.) in an appropriate manner in correct, clear and fluent language.
- Explain and discuss the contents of the report and the other elements of the project-based internship in both specialist and layman's terms.



QUESTIONS?

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Studyportal: *'Studerende.au.dk' → 'Teaching' → 'Projectbased internship, cand. merc.'*



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