# Practical Internship report guidelines:

Please, follow the structure planned below and dedicate reasonable space for each part.

1. Describe the place you chose for conducting the internship. Explain your choice. Provide short information about the organization you chose and your supervisor.
2. Reflect on your objectives for the internship. Were they fulfilled or not? (Refer to your Declaration

Form).

1. Describe the main duties of a psychologist in this organization.
2. Describe the kind of psychologist’s work you had a chance to be engaged in during your internship.
3. Provide an example of one or two cases you observed (conducting an interview with applicant for vacant position, recruiting first-year students to the elementary school, therapy session with a client/patient etc.)
4. Comment on the actions of psychologist during specific activities and in general. Reflect on the theoretical underpinning of the observed actions. What recommendations would you provide for this psychologist?
5. Reflect on how you applied the theoretical knowledge you gained to the practical work you were engaged in.
6. What was your contribution to the work of the place where you conducted your internship?
7. How would you assess the success of the organization (or department you were working at) at the services they are providing? What are your recommendations on development of the quality of the

activities you were engaged in?

1. Reflect on your overall impression from this type of internship at the particular site.

**Report format**: 5-6 pages 1,5 space, with a separate title page and references if needed, APA-style formatted.

# Practical Internship grading criteria:

**Diary – 15%.** The Diary should be provided in time, filled-out completely and signed by the external supervisor.

**Report – 30%.** Evaluation criteria: internship site description and rationale of it’s choice (2%),

understanding the objectives of the Practical Internship (3%), formulation of the main duties of the psychologist in a particular workplace, (4%), demonstration of the ability to apply theoretical knowledge to practical experience (7%), demonstration of the results of the Practical Internship (research results or

practical skills gained) (7%), ability to formulate recommendations for the organization affiliated with during internship (4%), format (3%).

**Supervisor’s evaluation – 25%** (to be calculated according to External Supervisor Evaluation Form).

**Defense presentation – 30%.** The presentation is to be graded by a committee, according to the criteria presented above, using the grading form developed for the Practical Internship Presentation. The final Presentation grade is average from all the committee members grades.

**Grading scale:**

|  |  |  |  |
| --- | --- | --- | --- |
| 95-100% | A | 65-69 % | C |
| 90-94 % | A- | 60-64 % | C- |
| 85-89 % | B+ | 50-59 % | D |
| 80-84 % | B | 0-40 % | F |
| 75-79 % | B- |  |  |
| 70-74 % | C+ |  |  |