



APPENDIX TO INTERNSHIP ASSESSMENT FORM
MASTER MEDIA STUDIES

Film and Television Cultures & New Media and Digital Culture

The overview below is a clarification of the assessment form for the internship report at Master's level. This overview is used by the supervising lecturer when completing the assessment form. Each aspect is explained, and programmes can set their own criteria or priorities. This overview is also available to students to help them prepare for the internship report.

In addition to the lecturer's assessment, the feedback from the internship supervisor from the organisation also plays a role in the final assessment of the internship (separate form). For a satisfactory final assessment, all components must be assessed with at least a satisfactory score.

The supervising lecturer informs the student of the final assessment and gives the student access to the assessment forms. The completed assessment forms must be submitted for archiving to the Internship Office via stage.gw@uu.nl (along with the report). The final assessment will be registered via Osiris.

Programme specific criteria

Each (Research) Master programme has the opportunity to set their own criteria, in addition to the general criteria mentioned below. These criteria should relate to the programme aims in the EER (OER).

Assessment criteria

FINAL EVALUATION	<ul style="list-style-type: none"> • General impression • Final assessment (pass/fail) • Justification of the assessment
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COMPONENT	CLARIFICATION / CRITERIA
DESCRIPTION OF TASKS AND RESULTS	<ul style="list-style-type: none"> • Does the report give a clear overview of the student's tasks during the internship and the context in which they were performed? • Does the report give a clear description of the institution and the department where the student performed the internship?
EVIDENCE OF TASKS AND ACHIEVEMENTS/RESULTS	<ul style="list-style-type: none"> • Was the internship completed to satisfaction, as evidenced by the assessment of the internship supervisor?
REFLECTION ON PERFORMANCE AND LEARNING OBJECTIVES	<ul style="list-style-type: none"> • Does the report show sufficient critical self-reflection on the learning process and the student's own performance at the workplace? • Does the report clearly indicate which learning goals were achieved and the way in which they were achieved? • Does the student reflect on the feedback given during the internship by colleagues and supervisors?
INSIGHTS IN RELATION TO THEORY AND PRACTICE	<ul style="list-style-type: none"> • Does the report deal with the relationship between



	<p>real-world practice and the knowledge acquired during the studies from an academic perspective?</p> <ul style="list-style-type: none"> • Does the student demonstrate insight into the connection between the theory from the programme and the work practice by reflecting on and critically discussing the choice of and/or approach to the internship research project?
STRUCTURE, COMPOSITION, STYLE	<ul style="list-style-type: none"> • Does the report have a clear and logical structure? • Is there a clear division into paragraphs and sections? • Was the report written in correct English and edited carefully? • Is the specialist terminology used carefully and accurately?
PROGRAMME SPECIFIC CRITERIA	<p>Research component:</p> <ul style="list-style-type: none"> • Is the research objective and/or problem statement clearly defined, and is it clear how it relates to the internship? • Is the research project positioned in a relevant programme-specific disciplinary framework? • Does the research clearly focus on/analyze a case from real-world practice in the work field, as agreed by the internship organization? • Does the research component communicate its insights and conclusions, as well as the underlying knowledge, grounds, and considerations, to an audience composed of both specialists and non-specialists? • Is the research report written according to the academic norms of the discipline?
<input checked="" type="checkbox"/> applicable <input type="checkbox"/> not applicable	
LOG BOOKS	
<input type="checkbox"/> applicable <input checked="" type="checkbox"/> not applicable	