

Montgomery County Community College
MGT 198
Cooperative Internship in Management I
3-0-15

COURSE DESCRIPTION:

This course consists of employment in a college-approved organization to enable the student to gain insight into modern management techniques. The course requires an optimum of 15 hours per week supervised and coordinated by a faculty member. Students are rated by the employer on their job performance. This course is subject to a course fee. Refer to <http://mc3.edu/adm-fin-aid/paying/tuition/course-fees-2017-2018> for current rates.

REQUISITES:

Previous Course Requirements

None

Concurrent Course Requirements

None

COURSE COMMENT

Registration for this course requires full-time status in MGT and permission of the coordinator

LEARNING OUTCOMES Upon successful completion of this course, the student will know or be able to:	LEARNING ACTIVITIES	EVALUATION METHODS
1. Demonstrate knowledge and the application of management practices.	Internship Experience as Practiced Professionally. Mentoring by the Employer and the Faculty Member	Business Report
2. Demonstrate acquired competencies resulting from internship experience.	Internship Experience as Practiced Professionally. Mentoring by the Employer and the Faculty Member	Employer's Evaluation Report of Student
3. Describe the key functional areas of the organization and its integration with management practices.	Internship Experience as Practiced Professionally. Mentoring by the Employer and the Faculty Member	Internship Report

LEARNING OUTCOMES	LEARNING ACTIVITIES	EVALUATION METHODS
4. Evaluate the requirements of employment in management and potential employment opportunities.	Internship Experience as Practiced Professionally. Mentoring by the Employer and the Faculty Member	Internship Report

At the conclusion of each semester/session, assessment of the learning outcomes will be completed by course faculty using the listed evaluation method(s). Aggregated results will be submitted to the Associate Vice President of Academic Affairs. The benchmark for each learning outcome is that *70% of students will meet or exceed outcome criteria.*

SEQUENCE OF TOPICS:

1. The Specific Objectives of the Cooperative Internship as Established with the Faculty Coordinator and the Employer
2. How the Theory and Principles of Management Apply in a Specific Organization
3. How Professional Employees Function in a Typical Managerial Organization
4. How a Specific Managerial Organization is Structured and Functions
5. The Importance of Clear and Concise Communications within Organizations
6. The Requirements of Employment in Management
7. The Variety of Career Opportunities Available in Management
8. How to Write an Appropriate Cooperative Internship Report

LEARNING MATERIALS:

Professional management policies, procedures, forms, software, equipment, and facilities.

Other learning materials may be required and made available directly to the student and/or via the College's Libraries and/or course management system.

COURSE APPROVAL:

Prepared by: Eileen Kearney

Date: 2/2005

Revised by: Eileen Kearney & Ayisha Sereni

Date: 4/2013

VPAA/Provost or designee Compliance Verification:
Victoria Bastecki-Perez, Ed.D.

Date: 5/2/2013

Revised by: Eileen Kearney

Date: 2/27/2018

VPAA/Provost or designee Compliance Verification:

Date: 2/28/2018



This course is consistent with Montgomery County Community College's mission. It was developed, approved and will be delivered in full compliance with the policies and procedures established by the College.