



KORE 490: Internship in Korean Studies

Department of Modern and Classical Languages

TIME AND CLASSROOM

Office hours: MW 2:00-4:30 PM
by appointment using the link below:
<https://mason360.gmu.edu/meetings/2507011/Korean>
Office: G642

INSTRUCTOR

Hyang Lee (이향, 李香)

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Prerequisite

KORE 202; appropriate placement score; or permission of instructor.

Course Description

Internship in Korean Studies offers working opportunities for students who are pursuing either a Minor in Korean Studies or a Major in Concentration in Korean, Foreign Languages to engage with the real Korean-speaking world. Students can experience working in the university's office using Korean with native Korean speakers. Students work on-site at least 45 hours for each credit, and specific arrangements need to be made with and approved by a member of the Korean faculty during the semester prior to enrollment.

Recommended Course Materials

비즈니스 한국어 1~2 (세종학당재단)

비즈니스 한국어 [Business Korean] (연세대학교 출판부)

<https://jobs.goabroad.com/search/south-korea/jobs-abroad-1>

<https://targetjobs.co.uk/careers-advice/working-abroad/341528-working-in-south-korea>

<https://www.quora.com/What-is-it-like-to-work-in-South-Korea>

<http://english.seoul.go.kr/life-information/work/employment/1-scope-of-activities-and-employment-for-foreigners-in-korea/>

<http://www.expattarrivals.com/asia-pacific/south-korea/working-south-korea>

Student Evaluation

| Participation and engagement | Mid-term Workshop | Final Presentation | Final Report |
|-------------------------------------|--------------------------|---------------------------|---------------------|
| 60% | 10% | 10% | 20% |

Final grades will be assigned based on the percentage points earned in the overall course.

| Grade | Percentage | Grade | Percentage |
|--------------|-------------------|--------------|-------------------|
| A+ | 97–100 % | C+ | 77–79 % |
| A | 93–96 % | C | 73–76 % |
| A– | 90–92 % | C– | 70–72 % |
| B+ | 87–89 % | D+ | 67–69 % |
| B | 83–86 % | D | 63–66 % |
| B– | 80–82 % | D– | 60–62 % |
| | | F | 0–58 % |

Internship Orientation: (9th Feb, 10:30 AM- 11:30 via zoom, KST)

Participation and Preparation

Students are expected to study thoroughly about their arranged workplace before they start their internship. A student's supervisor will evaluate every attendance, preparedness, and internship performance at the site. Appropriate attire and professional communication skills are expected.

Midterm Workshop (27th April.)

In the middle of each internship, a faculty member and students need to have an online workshop. During this workshop, students report their working conditions, accomplishment and challenges, work-related languages, and specific job skills, and a faculty member gives constructive feedback to continue the internship successfully.

Final Presentation (24th May.)

Each student need to present their findings in work places, discrepancies between theories and practices, applicability of their acquired knowledge, and suggestion for future internship-related career paths.

Final Report (Portfolio) (Submit: 9th Jun.)

Upon finishing internship, students are expected to submit 7-8 pages report about their internship experiences.

[DISABILITY SUPPORT SERVICES (DSS) STATEMENT]

If you are a student with a disability and you need academic accommodations, please see me and contact the Office of Academic Affairs at 032-626-5060 or Office of Disability Services (ODS) at <http://ods.gmu.edu>. We want to accommodate your challenges and encourage your academic success.

[HONOR CODE]

George Mason University has an Honor Code, which requires all members of this community to maintain the highest standards of academic honesty and integrity. Cheating, plagiarism, lying, and stealing are all prohibited.

All violations of the Honor Code will be reported to the Honor Committee. Students are expected to follow the George Mason Honor Code. Please read the Honor Code in the University Catalog.

[ACADEMIC INTEGRITY STATEMENT]

Each student must pursue his or her academic goals honestly and be personally accountable for all submitted work. Representing another person's work as your own is always wrong. Faculty are required to report any suspected instances of academic dishonesty to the Academic Integrity Committee. (Academic Integrity's website: <http://masonkorea.gmu.edu/mkaa/cai>).

[CRITICAL INCIDENT MANAGEMENT]

George Mason University Korea expects students to respect the rights, privileges, and property of other people. Faculty are required to report to the Office of Academic Affairs any disruptive behavior that interrupts their ability to teach, compromises the safety of the learning environment, and/or inhibits students' ability to learn.

[GMU Nondiscrimination Policy]

George Mason University is committed to providing equal opportunity and an educational and work environment free from any discrimination on the basis of race, color, religion, national origin, sex, disability, veteran status, sexual orientation, or age. GMU shall adhere to all applicable state and federal equal opportunity/affirmative action statutes and regulations. Title IX - Notice of mandatory reporting of sexual assault, interpersonal violence, and stalking. As a faculty member, Professor Hyang Lee is designated as a "Responsible Employee," and must report all disclosures of sexual assault, interpersonal violence, and stalking to Mason Korea's Deputy Title IX Coordinator pursuant to University Policy 1202 and 1412. If you would like to speak confidentially with the Mason Korea counselor, please see <https://masonkorea.gmu.edu/resources-and-services/counseling-and-wellness> for more information. For more information about what Title IX is, please see <https://masonkorea.gmu.edu/resources-and-services/title-ix>.

[GMU Email Account]

Students must activate their Mason email account and check it regularly. For privacy reasons, all class-related emails will be sent only to students' official GMU email address.

Date _____

Modern and Classical Languages

PORTFOLIO GUIDELINES

All students enrolled in an internship MUST document their learning by completing a portfolio, in addition to other requirements specified by the faculty internship advisor. Please use the following information as a guide throughout your internship so that you will be ready to submit, in person, the portfolio at the end of your internship. Your final portfolio should be submitted to your faculty advisor sponsoring your internship.

What is an internship portfolio?

An internship portfolio is a collection of materials assembled by the student intern to demonstrate the knowledge and skills acquired through a particular set of experiences. By documenting their experiences, students focus on assessing their successes and failures as part of the life-long nature of learning. By reflecting on their experiences, students prepare themselves to take the next step toward their learning objectives. The portfolio should follow closely the cycle of learning itself: **planning, doing, observing, and reflection.**

Why develop an internship portfolio?

Your Internship Portfolio is the capstone experience of the internship and will provide substantial documentation of the learning for which you are earning credits. You might think of the portfolio as an ongoing formative plan in which you set goals, document evidence of goal attainment, analyze and reflect on changing knowledge, identify areas for improvement and establish additional directions for continued growth. This project should help you move beyond “here is what I have done” to “here is what all this means” for your learning goals. You will substantiate your claims for learning through reflection and explanation, but also assume responsibility for charting a future course for growth and learning. Specific reasons for completing the portfolio include:

- To assess your learning
- To document your progress
- To connect your work experiences with your knowledge base
- To encourage reflection on personal and academic goals
- To provide evidence of performance
- To document acquisition of specific skills or knowledge
- To record your intellectual and personal growth
- To prepare yourself for the next learning step

What must be included in the portfolio?

Although the portfolio is a creative product documenting your learning in the internship, the following structure should be followed:

1. An outside front cover [your name, semester, internship site]
2. Title Page [name, date, semester, faculty internship advisor]
3. Table of Contents [with page or section numbers]
4. Introduction
 - a. Introductory Essay on why you planned this internship [2 pages]
 - b. Job or Internship Description [1 page]
 - c. Organizational description and other materials
 - d. Internship Contract
5. Documentation of Learning (place each item in context; relate to concentration courses and theory where appropriate)
 - a. Internship Time Sheet
 - b. Samples of internship work, affirmations, or honors
 - c. Revised Resume [incorporating your newly completed internship]
 - d. Sample Cover Letter [showing how you would present yourself for the next internship/job]
 - e. Upload the Revised Resume and CV on LinkedIn (linkedin.com) and add your page link on the Resume.
6. **Reflective Integrative Essay: a minimum of 2000 words written component that includes citations from scholarly literature related to your concentration field.**
7. Assessment of the Internship Placement Site