UNIV 495 Internship
Learning Plan: Setting S.M.A.R.T. Learning Goals for Your Internship

Once you have landed an internship, you must set at least two learning goals for your experience. These goals must include action steps for professional growth and skills development, and should be related to what you can reasonably achieve at the site within the timeframe involved.

Your goals must be **S**pecific, **M**easurable, **A**ttainable, **R**ealistic and **T**ime-bound (**S.M.A.R.T.**) as in the example below.

Goal (example)	Become and event planner.
Specific: What I want to learn	Able to organize events for groups of 25 or more.
Measurable: How will I know I reached my goal?	I will be able to organize at least one event of that size through my internship experience.
Attainable: How will I do it in a way that is reasonably within my reach?	Shadow my supervisor and other event organizers, ask questions and take notes. Read about event planning ideas and tips online and in meeting planning magazines.
Realistic: How will I do it given my current responsibilities, needs, etc.	I will do most of this while at the internship, or as part of class assignments.
Time-bound: What is my deadline?	By the end of the internship period.
Reaching this goal matters because:	Personal challenge; team needs.
StrengthsFinder Theme you will use to reach this goal:	Activator theme (because I can make things happen).

This learning plan will be submitted to the instructor through the Cougar course assignment link. It will also be useful for you to finish the placement process in the database. Keep it handy.

Please use the blank form on the pages below to write two learning goals for your internship experience and share the Learning Plan with your site supervisor.

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Student's name:	
Phone:	
Email:	
Major:	
Internship location:	
Name and title of site supervisor:	
Internship work description: (outline basic onsite work responsibilities).	
Work schedule	
Paid or unpaid	

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Goal #1	
Specific: What I want to learn	
Measurable: How will I know I reached my goal?	
Attainable: How will I do it in a way that is reasonably within my reach?	
Realistic: How will I do it given my current responsibilities, needs, etc.?	
Time-bound: What is my deadline?	
Reaching this goal matters because:	
StrengthsFinder Theme you will use to reach this goal:	

Goal #2	
Specific: What I want to learn	
Measurable: How will I know I reached my goal?	
Attainable: How will I do it in a way that is reasonably within my reach?	
Realistic: How will I do it given my current responsibilities, needs, etc.?	
Time-bound: What is my deadline?	
Reaching this goal matters because:	
StrengthsFinder Theme you will use to reach this goal:	