



University of
New Haven

Global Internship Course

SECTION I: Course Overview

Course Code: INT430

Subject Area(s): Internship, Communication, Cultural Studies

Prerequisites: See below

Language of Instruction:

- Seminar: English
- Internship: English or host country language (based on availability)

Total Contact Hours:

- **142 hours-262 hours:** 22 Seminar Hours & 120 Placement Hours (minimum; actual hours are determined by university and/or internship host site)

Recommended Credits: 3-6 credits

3 credits: 22 seminar hours & 120 minimum placement hours

1 additional credit possible up to 6 total credits for every 40 additional placement hours completed

4 credits: 22 seminar hours & 160 minimum placement hours

5 credits: 22 seminar hours & 200 minimum placement hours

6 credits: 22 seminar hours & 240 minimum placement hours

COURSE DESCRIPTION

The competition will be fierce. Every September, over 20 million students are enrolled in higher education. Come graduation, all will be searching for a limited number of jobs. Your degree and what you've learned gives you an excellent foundation for the future – but international education makes you different from the rest. Only 15% of students study abroad, and only about 5% complete an international internship. Actively engaging in this experience and being able to convey your career readiness with future employers using language they respect can give you a powerful competitive edge over other graduates.

The *International Internship* course will provide you the opportunity to develop vital business skills employers are actively seeking in job candidates.

This course is comprised of two parts:

- **First**, you'll be placed in an internship within a sector related to your professional ambitions as outlined in your placement contract.

- **Second**, you will enroll in a hybrid academic seminar conducted both online and in-person where you will analyze and evaluate the workplace culture and the daily working environment you experience. The course is divided into eight career readiness competency modules as set out by the National Association of Colleges and Employers (NACE) which guide the course's learning objectives.

During the academic seminar, you will be invited to reflect weekly on your internship experience within the context of your host culture by comparing and contrasting your experiences with your global internship placement with that of your home culture. By creating an intentional time to reflect on your experiences in your internship, the role you have played in the evolution of your experience in your internship placement and the experiences of your peers in their internship placements, you will develop a greater awareness of:

- Your strengths relative to the career readiness competencies.
- The subtleties and complexities of integrating into a cross-cultural work environment.
- How to build and maintain a career search portfolio.

LEARNING OBJECTIVES

Upon successful completion of this course, you will be able to:

- Compare and contrast at least 3 characteristics of a US workplace versus your host culture workplace.
- Explain the benefits a candidate can bring to an employer in a global marketplace who demonstrates fluency in each of the 8 career readiness competencies within an international context.
- Create a career search portfolio that clearly identifies a) a career objective; b) a personal brand; c) a resume/ CV that includes the CEA international internship experience; d) a job search strategy; and e) a long-term business or professional pathway.
- Using the language of career readiness, describe multiple areas of personal change or growth over the course of your internship experience and others that merit additional focus.

PREREQUISITES

Prior to enrollment, a minimum of one year of study at university or equivalent professional experience, and one semester of college-level language of the host country is recommended.

SECTION II: Instructor & Course Details

INSTRUCTOR DETAILS

Name:	TBA
Contact Information:	vii@ceaStudyAbroad.com
Term:	SEMESTER AND SUMMER

GRADING & ASSESSMENT

The instructor will assess your progress towards the above-listed learning objectives by using the forms of assessment below. You will be required to complete all assignments as listed in the course calendar and Moodle modules **before the corresponding deadlines**. Most modules will require that you read chapters from a designated textbook and one or more articles/book selections as well as other media content. Do not expect live discussions to duplicate the textbook/readings, or vice versa.

Each of these assessments is weighted and will count towards your final grade. The following section (Assessment Overview) will provide further details for each.

The instructor reserves the right to make changes or modifications to this syllabus as needed

Class Participation	10%
Internship Project Portfolio	15%
Reflective Shares	15%
Final Oral Presentation	10%
Final Internship Performance Evaluation	25%
Final Internship Placement Hours Report	25%

The instructor will calculate your course grades using the CEA Grading Scale shown below. As a CEA student, you should understand that credit transfer decisions, including earned grades for courses taken abroad, are ultimately made by your home institution. In addition, your work and behavior in this course must fully conform to the regulations of the CEA Academic Integrity Policy to which you are subject.

CEA GRADING SCALE			
Letter Grade	Numerical Grade	Percentage Range	Quality Points
A+	9.70 – 10.0	97.0 – 100%	4.00
A	9.40 – 9.69	94.0 – 96.9%	4.00
A-	9.00 – 9.39	90.0 – 93.9%	3.70
B+	8.70 – 8.99	87.0 – 89.9%	3.30
B	8.40 – 8.69	84.0 – 86.9%	3.00
B-	8.00 – 8.39	80.0 – 83.9%	2.70
C+	7.70 – 7.99	77.0 – 79.9%	2.30
C	7.40 – 7.69	74.0 – 76.9%	2.00
C-	7.00 – 7.39	70.0 – 73.9%	1.70
D	6.00 – 6.99	60.0 – 69.9%	1.00
F	0.00 – 5.99	0.00 – 59.9%	0.00
W	Withdrawal	N/A	0.00
INC	Incomplete	N/A	0.00

ASSESSMENT OVERVIEW

Class Participation (10%): Class participation will be measured in two ways:

- **Self-Directed Moodle Content (asynchronous):** There is at least one *Lesson* within each module of the Moodle course. You will demonstrate your participation in class by finishing each Lesson and completing all included activities, readings, and media content. Presented content will be used as a catalyst for class discussion and self-reflection as you work to complete required course assignments.
- **Live Discussions (synchronous):** You will be required to attend FOUR, 1-hr synchronous discussions hosted via Zoom. To create a positive learning experience for all students in this course, it is critical that you come to each Live Discussion prepared, having completed all required Lessons and ready to engage in group work by offering insight and observations made inside and outside of the classroom. Attendance and punctuality are expected and do not count positively towards the participation grade. However, absences and tardiness will have a negative effect on your final grade. Please review the *attendance policy* noted in the section below for further details regarding the impact absences may have on your overall Class Participation grade.

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Internship Project Portfolio: Assignments (15%): You will complete a series of activities and written assignments that will create a tangible portfolio encapsulating your internship experience and enhancing your understanding of your professional self. Each assignment will build upon the previous assignment creating opportunity for revision and further professional reflection.

- ***Goal Setting:*** In this activity you will outline an official plan for *your* internship. It should include the following information:
 - Articulation of your goals for your international experience,
 - Identified soft and hard skills that you will engage to achieve these goals, and
 - Projects or pieces of work you hope to work on throughout your internship.
- ***Introductory Statement:*** You will be asked to write a professional biography introducing yourself and your host organization, your motivation for embarking on an international internship as well as the specific goals you have set for yourself and how you plan to achieve them.
- ***Request for Informational Interview:*** You will be asked to conduct an Informational Interview with someone within your field/industry of interest to increase your understanding of this subject across cultures and to expand your network. *In this assignment,* you will prepare for the interview by submitting information about your interviewee, explaining your reasoning for your selection, preparing interview questions, and articulating your plans for initiating contact and follow-up with your interviewee.
- ***Philosophy Statement:*** In this assignment, you will begin to craft your professional philosophy statement. A philosophy statement includes a brief description of beliefs about yourself and the industry - it describes what guides your actions and how those actions affect your life, job, and others around you.
- ***Report on Informational Interview:*** You will be asked to submit a reflective and thorough report of your professional findings and realizations after having conducted your informational interview.
- ***Internship Role and Responsibilities:*** You will be asked to articulate your title and role, key duties, responsibilities, and skills you engaged throughout your internship experience. You will also be asked to summarize this information and incorporate it into your resume to submit within the final compiled portfolio.
- ***Summary of Accomplishments:*** In this assignment you will articulate the conclusion of your Internship Project Portfolio by reflecting upon and summarizing your accomplishments as they relate to your original goals and present any relevant projects to which you've contributed.
- ***Compiled Portfolio:*** At the end of the seminar, you will submit a professionally formatted portfolio compiling revised, updated, and polished assignments completed throughout the course; these may include your Introductory and Philosophy Statements, your Summary of Accomplishments, as well as your updated CV and a list of references or letters of recommendations.

Reflective Shares (15%): Engaging in a variety of media, you will also be asked to submit a series of short essays in the form of reflective blog shares. The content from these reflections will provide you the opportunity to demonstrate your depth of understanding of the career readiness competencies. We will ask that you demonstrate your ability to think critically by reflecting on your intercultural learning experiences and linking them to theoretical frameworks and practical ideas.

Final Oral Presentations (10%): At the end of your internship program, you will create, deliver, and upload a recorded video presentation in which you will reflect upon your global internship experience and demonstrate

your gained cultural and professional knowledge, and theoretical insights. It should be structured around the career readiness competencies and presented from your unique perspective.

Final Internship Performance Evaluations (25%): Your employer will be asked to complete an online evaluation of your performance over the course of your internship experience. Your supervisor's evaluation represents 25% of your final grade. The evaluation process is as follows:

You will receive an email that includes an electronic survey requesting the following:

- Complete an online assessment for **yourself** (required)
- Request feedback from your **supervisor** (required) – this feedback is 25% of your final grade.
- Request feedback **from at least one of the following** (This is recommended for a better evaluation report, but it is not required. You can request up to 4 people total):
 - co-workers at your internship site (not your supervisor), and/or
 - a professor or mentor during your global internship.

Upon completion, you will be provided with a copy of an individualized career readiness report prior to the end of the course that incorporates feedback from the above referees.

Final Internship Placement Hours Report (25%): Throughout the internship program, you will complete a daily time log tracking your progress in hours completed. At the end of your internship program, your total hours worked at your internship placement will be pulled from your time log and used to populate your grade within the Final Internship Placement Hours Report. The total hours should meet or exceed the required number of hours you agreed to within your program and/or by your university. The course instructor may choose to verify the hours you've submitted with either your internship coordinator or direct supervisor.

ATTENDANCE POLICY

Enrollment in CEA's Internship course requires mandatory attendance of and participation in both the internship *seminar* and internship *placement*.

If you experience a real emergency that will hinder your ability to complete an assignment, attend class or scheduled internship hours, you **must** contact your instructor, placement coordinator, and/or supervisor as soon as possible. Any extension, substitution, waiver, or make-up will be at the discretion of the instructor, placement coordinator, and/or supervisor, but not guaranteed. Documentation may be required.

To avoid any issues, complete and submit your work early – ***problems with technology or understanding how to use online tools are not valid excuses for failing to submit an assignment or deliverables on time.***

You must have satisfactory attendance within both the synchronous portions (Live Discussions) of the seminar and your internship placement to receive full credit. Therefore, students must adhere to the attendance policies below:

Live Discussions: It is important to note that attendance of Live Discussions accounts for 85% of your overall Class Participation grade. One unapproved absence will negatively impact your grade. **If you have more than one unapproved absence from Live Discussions, you will receive a "0" in Class Participation and automatically fail this category of assessment.** Additionally, late arrival of more than 15 minutes to a scheduled Live Discussion is considered an unapproved absence and the course instructor reserves the right to mark *students as absent*.

Internship Placement: Satisfactory attendance of your internship placement is important for your success in this course and failure to maintain your attendance may impact your eligibility for remaining enrolled in the

program. Fulfillment of your internship hours will directly impact 25% of your course grade, as part of the Final Internship Placement Hours Report.

It is your responsibility to fulfil, at minimum, the required number of placement hours as noted in the “Required Internship Placement Hours by Credit Load” chart below. It is important to note that *final* number of placement hours are determined by the university and/or host site and may vary.

Failure to meet the minimum required placement hours will negatively impact your grade. **If you complete less than 85% of the required hours for your specific internship placement you will receive a “0” in the Internship Final Placement Hours Report and fail the Internship Placement category of the course.** Please see the chart “*Final Internship Placement Hours Grading Scale*” below for specifics on how failure to complete all required hours will impact your grade.

REQUIRED INTERNSHIP PLACEMENT HOURS BY CREDIT LOAD	
Number of Enrolled Credits	Minimum Number of Required Placement Hours
3 Credits	120 placement hours
4 Credits	160 placement hours
5 Credits	200 placement hours
6 Credits	240 placement hours

FINAL INTERNSHIP PLACEMENT HOURS GRADING SCALE		
Percentage of Hours Completed	Numerical Grade	Letter Grade
100%	100.00	A+
99%	98.40	
98%	96.80	A
97%	95.20	
96%	93.60	A-
95%	92.00	
94%	90.40	
93%	88.80	B+
92%	87.20	
91%	85.60	B
90%	84.00	
89%	82.40	B-
88%	80.80	
87%	79.20	C+

86%	77.60	
85%	76.00	C
<85%	0.00	F

ADD/DROP POLICY

CEA Study Center Internship Only: Students enrolled in an internship-only program must gain written permission from their on-site internship coordinator prior to adding or dropping their internship course to a different credit level. Students are not eligible to fully drop their internship course/placement during the Add/Drop period.

CEA Study Center Internship + additional courses: For students taking additional courses while concurrently registered in an internship, CEA only allows you to make changes to your registration during the Add/Drop period of the additional courses. Online Add/Drop is available via your MyCEA Account. CEA reserves the right to approve or deny course change requests during the prescribed Add/Drop period. It is important to note that any course modification(s) must not conflict with your internship placement schedule. Students must obtain written approval from their on-site internship coordinator for any credit adjustments for the internship course/placement.

REQUIRED READINGS

Reading assignments for this course will come from the required readings listed below. These readings are the base of the theoretical framework presented in each thematic module of the course. You will not need to purchase these readings; the instructor will provide these to you via Moodle. All required readings must be completed according to the due date assigned by the course instructor.

Darla Deardorff (2008). Intercultural Competence: A Definition, Model, and Implications for Education Abroad, *Developing Intercultural Competence and Transformation*.

Edward Hall (1984). High & Low Context Messages, *The Dance of Life: The Other Dimension of Time*.

Erin Meyer (2014). How Late Is Late? Scheduling and Cross-Cultural Perceptions of Time, *The Culture Map*.

Geert Hofstede (2011). Dimensionalizing Cultures: The Hofstede Model in Context.

Kim, Kyung Kyu & Starcher, Richard L. (2012). Cultivating Intercultural Leaders.

Melinde Coetzee (2021). Career Wellbeing and Career Agility as Coping Attributes in the Modern Career Space, *Agile Coping in the Digital Workplace*.

Milton J. Bennett (2017). Developmental Model of Intercultural Sensitivity.

Robert Kohls (1984). The Values Americans Live By.

LESSON RESOURCES

The selected lesson resources for this course are listed below. You will not need to purchase these readings; the instructor will provide these to you via Moodle.

The instructor reserves the right to make changes or modifications to this syllabus as needed

American Express (2021). Leadership Styles and How to Find Your Own. <https://www.americanexpress.com/en-us/business/trends-and-insights/articles/the-7-most-common-leadership-styles-and-how-to-find-your-own/>

Bestow Team (2020). A Career Woman's Guide to Self-Advocacy in the Office. <https://www.bestow.com/blog/self-advocacy-at-work/>

ByteStart (2021). 6 common team challenges – How to overcome them and grow your team. <https://www.bytestart.co.uk/tackle-common-team-challenges-develop-team-performance>

Career Vision (2018). The Power of Informational Interviews. <https://careervision.org/power-informational-interviews-v1/>

CareerBuilder (2021). What are problem-solving skills and why are they important? <https://www.careerbuilder.com/advice/what-are-problemsolving-skills-and-why-are-they-important>

Clockify (2021). Team collaboration: why it's important and how to build a collaborative team. <https://clockify.me/blog/business/team-collaboration/>

Forbes (2017). 11 Powerful Traits of Successful Leaders. <https://www.forbes.com/sites/deepatel/2017/03/22/11-powerful-traits-of-successful-leaders/>

Forbes (2021). 3 Effective Ways to Advocate for Yourself in The Workplace. <https://www.forbes.com/sites/kwamechristian/2021/03/31/3-effective-ways-to-advocate-for-yourself-in-the-workplace/>

Forbes (2018). What Do Employees Want? They Want Digital Skills. <https://www.forbes.com/sites/joemckendrick/2018/11/21/what-do-employees-want-they-want-digital-skills/>

Glassdoor (2021). What Is Work Ethic? Skills and Tips. <https://www.glassdoor.com/blog/guide/work-ethic-skills/>

IE University (2019). Active listening: the key to successful negotiations. <https://drivinginnovation.ie.edu/active-listening-the-key-to-successful-negotiations/>

Indeed (2021). 10 Essential Critical Thinking Skills (And How to Improve Them) <https://www.indeed.com/career-advice/career-development/critical-thinking-skills>

Indeed (2021). 8 Ways to Develop Relationships. <https://www.indeed.com/career-advice/career-development/how-to-build-relationships>

Indeed (2021). How To Introduce Yourself Professionally. <https://www.indeed.com/career-advice/career-development/introduce-yourself-professionally>

Indeed (2021). Understanding Body Language and the Workplace. <https://www.indeed.com/career-advice/career-development/understanding-body-language>

Leadership and Strategic Foresight (2019). The Impact of Culture on Cross-Cultural Leadership. <https://leadershipandforesight.org/2019/04/the-impact-of-culture-on-cross-cultural-leadership/>

Lenovo (2020). Diversity + Inclusion in the Global Workplace. https://news.lenovo.com/wp-content/uploads/2020/07/Lenovo-DI-in-the-Global-Workplace_Topline-Findings.pdf

Master Class (2020). 8 Simple Ways to Advocate for Yourself at work. <https://www.masterclass.com/articles/simple-ways-to-advocate-for-yourself-at-work#4-reasons-to-advocate-for-yourself-at-work>

Medium (2019). To Persuade, Change the Way You Listen. <https://medium.com/progressively-speaking/to-persuade-change-the-way-you-listen-28b5b163aa67>

North American Business Press (2017). Stimulating Critical Thinking in U.S Business Students through the Inclusion of International Students. http://www.na-businesspress.com/JBD/NormanM_Web17_1_.pdf

Online Public Health (2020). Equity vs. Equality: What's the Difference? <https://onlinepublichealth.gwu.edu/resources/equity-vs-equality/>

Student.be (2021). Advantages of working at a multinational company. <https://www.student.be/en/student-life/advantages-of-working-at-a-multinational-company>

Tech News (2021). 29 Different Types of Technology Cited In 2021. <https://www.techbusinessnews.com.au/types-of-technology/>

The Balance Careers (2021). How an Informational Interview Can Boost Your Career. <https://www.thebalancecareers.com/how-an-informational-interview-can-help-your-career-2058564>

The Muse (2016). How to Negotiate Salary: 37 Tips You Need to Know. <https://www.themuse.com/advice/how-to-negotiate-salary-37-tips-you-need-to-know>

Toolbox (2021). 5 Reasons to Focus on Workplace Equity Alongside Diversity and Inclusion. <https://www.toolbox.com/hr/diversity-inclusion/articles/workplace-equity-diversity-inclusion/>

University of Southern California (2020). Diversity Toolkit: A Guide to Discussing Identity, Power and Privilege. <https://msw.usc.edu/mswusc-blog/diversity-workshop-guide-to-discussing-identity-power-and-privilege/>

Verb (2019). How to Grow Your People with Mentorship. <https://goverb.com/how-to-grow-your-people-with-mentorship/>

Work It Daily (2020). 5 Ways to Develop Skills on The Job. <https://www.workitdaily.com/develop-your-skills-at-work>

Workplace Psychology (2016). Characteristics of a Team and Barriers to Effective Team Functioning. <https://workplacepsychology.net/2016/12/03/characteristics-of-a-team-and-barriers-to-effective-team-functioning/>

COURSE CALENDAR

MODULE	TOPICS	ACTIVITIES & ASSIGNMENTS	READINGS & VIDEOS
1	<p>Course Introduction Welcome</p> <ul style="list-style-type: none"> • Review 8 NACE Competencies • Student & Instructor Responsibilities 	<p>Introduce Yourself</p> <p>Complete Your Profile</p> <p>Anti-plagiarism Agreement</p> <p>Work Plan</p>	<p>Welcome & Course Overview</p> <p>Introduction: The Value of Global Internships</p>
2	<p>Competency #1 Career & Self-Development</p> <ul style="list-style-type: none"> • Defining Career & Self-Development • Self-Authorship • Self-Advocacy • Relationships 	<p>Reflective Share #1</p> <p>IPP: Goal Setting</p>	<p>Robert Kohls, <i>The Values Americans Live By</i></p> <p>Master Class, <i>8 Simple Ways to Advocate for Yourself at work.</i></p> <p>Forbes, <i>3 Effective Ways To Advocate For Yourself In The Workplace.</i></p> <p>Bestow Team, <i>A Career Woman's Guide to Self-Advocacy in the Office.</i></p> <p>The Muse, <i>How to Negotiate Salary.</i></p> <p>Indeed, <i>8 Ways to Develop Relationships.</i></p> <p>Career Vision, <i>The Power of Informational Interviews.</i></p> <p>The Balance Careers, <i>How an Informational Interview Can Boost Your Career.</i></p> <p>Verb, <i>How to Grow Your People with Mentorship.</i></p> <p>Work It Daily, <i>5 Ways to Develop Skills On The Job.</i></p>

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<p>3</p>	<p>Competency #2 Communication</p> <ul style="list-style-type: none"> • Communication in cultural contexts • Oral Communication • Written Communication • Nonverbal communication 	<p>Reflective Share #2 IPP: Introductory Statement</p>	<p>Edward Hall, <i>High & Low Context Messages</i> Indeed, <i>Understanding Body Language and the Workplace</i>. IE University, <i>Active listening: the key to successful negotiations</i>. Medium, <i>To Persuade, Change the Way You Listen</i>.</p> <p>Dean Cleavenger, <i>Communication Frames of Reference</i>, https://youtu.be/q1l0l5Q3bK8</p> <p>Alex Lyon, PhD Organizational Communication Channel, <i>High-Context and Low-Context Cultures</i> https://youtu.be/ZjwiX6KNAHE</p> <p>Julien S. Bourrelle TEDxArendal, <i>Learn a new culture</i> https://youtu.be/GhA9eypocE0</p>
<p>4</p>	<p>Competency #3 Critical Thinking</p> <ul style="list-style-type: none"> • Identifying then Exploring the Options • Examples of exercising critical thinking 	<p>Reflective Share #3 IPP: Request Interview</p>	<p>Darla Deardorff, <i>Intercultural Competence: A Definition, Model, and Implications for Education Abroad</i> CareerBuilder, <i>What are problem-solving skills and why are they important?</i></p> <p>Indeed, <i>10 Essential Critical Thinking Skills (And How to Improve Them)</i> NABP, <i>Stimulating Critical Thinking in U.S Business Students through the Inclusion of International Students</i>.</p> <p>Samantha Agoos TED-Ed, <i>5 tips to improve your critical thinking</i>. https://youtu.be/dItUGF8GdTw</p> <p>Stanford Life Design Lab, <i>Designing Your Career: The Informational Interview</i>. https://youtu.be/m6Pa4ZB4mvQ</p>

5	<p style="text-align: center;">Competency #4 Professionalism</p> <ul style="list-style-type: none"> Professional behaviors 	<p style="text-align: center;">Reflective Share #4</p> <p style="text-align: center;">IPP: Philosophy Statement</p>	<p>Erin Meyer, <i>How Late Is Late? Scheduling and Cross-Cultural Perceptions of Time.</i></p> <p>Indeed, <i>How To Introduce Yourself Professionally.</i></p> <p>Glassdoor, <i>What Is Work Ethic? Skills and Tips.</i></p> <p>Student.be, <i>Advantages of working at a multinational company.</i></p> <p>Adam Grant TED, <i>Are you a giver or a taker?</i> https://youtu.be/YyXRYgiQXX0</p>
6	<p style="text-align: center;">Competency #5 Teamwork</p> <ul style="list-style-type: none"> Effective teamwork How is teamwork demonstrated? Intercultural teams, cross-functional, and geographically dispersed teams 	<p style="text-align: center;">Reflective Share #5</p> <p style="text-align: center;">IPP: Report Interview</p>	<p>Geert Hofstede, <i>Dimensionalizing Cultures: The Hofstede Model in Context.</i></p> <p>ByteStart, <i>6 common team challenges – How to overcome them and grow your team.</i></p> <p>Clockify, <i>Team collaboration: why it's important and how to build a collaborative team.</i></p> <p>Workplace Psychology, <i>Characteristics of a Team and Barriers to Effective Team Functioning.</i></p> <p>Margaret Heffernan TED, <i>Why it's time to forget the pecking order at work.</i> https://youtu.be/Vyn_xLrtZaY</p>

7	<p style="text-align: center;">Competency #6 Equity & Inclusion</p> <ul style="list-style-type: none"> • Equity vs Equality • Inclusion vs Diversity • Privilege and Systems of Privilege • Practical Skills & Being Flexible 	<p style="text-align: center;">Reflective Share #6</p> <p style="text-align: center;">IPP: Role and Responsibilities</p>	<p>Milton J. Bennett, <i>Developmental Model of Intercultural Sensitivity</i>.</p> <p>Dr. Terry Nance TEDxVillanovaU, <i>Diversity, Equity, and Inclusion Won't Work Without Antiracism</i>. https://youtu.be/dSMbCuzHDQ</p> <p>Online Public Health, <i>Equity vs. Equality: What's the Difference?</i></p> <p>HR Technologist, <i>5 Reasons to Focus on Workplace Equity Alongside Diversity and Inclusion</i>.</p> <p>University of Southern California, <i>Diversity Toolkit: A Guide to Discussing Identity, Power and Privilege</i>.</p> <p>Wendy Knight Agard TEDxKanata, <i>From the Inside Out: Diversity, Inclusion & Belonging</i>. https://youtu.be/R9TxD2QmcY8</p> <p>Lenovo, <i>Diversity + Inclusion in the Global Workplace</i>.</p> <p>Rosalind G. Brewer TED@BCG, <i>How to foster true diversity and inclusion at work (and in your community)</i>. https://youtu.be/klXVQsbhFsE</p> <p>Jo Tolley TEDxYouth@BrayfordPool, <i>I Want Equity, Not Equality!</i> https://youtu.be/0b-pbvqmlc8</p>
8	<p style="text-align: center;">Competency #7 Technology</p> <ul style="list-style-type: none"> • What is technology? • Essential Technology • Industry Specific Technology 	<p style="text-align: center;">Reflective Share #7</p> <p style="text-align: center;">IPP: Summary of Accomplishments</p> <p style="text-align: center;"><i>Final Performance Evaluation</i></p>	<p>Melinde Coetzee, <i>Career Wellbeing and Career Agility as Coping Attributes in the Modern Career Space</i>.</p> <p>Tech News, <i>29 Different Types of Technology Cited In 2021</i>.</p> <p>Forbes, <i>What Do Employees Want? They Want Digital Skills</i>.</p> <p>Nadjia Yousif TED@BCG Toronto, <i>Why you should treat the tech you use at work like a colleague</i>. https://youtu.be/mnRIB3G9fDU</p> <p>Alyssa Burley, <i>Technology and Culture: A circle of Influence</i></p>

<p>9</p>	<p>Competency #8 Leadership</p> <ul style="list-style-type: none"> • How is leadership demonstrated? • Leadership & Teamwork and Collaboration • Effective leadership 	<p>Reflective Share #8 IPP: Compiled Portfolio</p>	<p>Kim, Kyung Kyu & Starcher, Richard L., <i>Cultivating Intercultural Leaders</i>.</p> <p>Lighthouse Organizational Development, <i>Implicit Leadership Theories</i> https://youtu.be/y1YQij8UcJg</p> <p>American Express, <i>Leadership Styles and How to Find Your Own</i>.</p> <p>Leadership and Strategic Foresight, <i>The Impact of Culture on Cross-Cultural Leadership</i>.</p> <p>Forbes, <i>11 Powerful Traits of Successful Leaders</i>.</p> <p>Alpha Leaders, <i>Simon Sinek's Advice Will Leave you Speechless (Must Watch)</i> https://youtu.be/4oN5JShOs2I</p> <p>Drew Dudley TED-Ed, <i>Everyday Leadership</i> https://youtu.be/uAy6EawKKME</p>
<p>10</p>	<p>Course Conclusion Finals</p>	<p>Final Internship Placement Hours Report Final Oral Presentation</p>	<p>NA</p>

SECTION III: CEA Academic Policies

The policies listed in this section outline general expectations for CEA students. You should carefully review these policies to ensure success in your courses and during your time abroad. Furthermore, as a participant in the CEA program, you are expected to review and understand all CEA Student Policies, including the academic policies outlined on our website. CEA reserves the right to change, update, revise, or amend existing policies and/or procedures at any time. For the most up to date policies, please review the policies on our website.

Class & Instructor Policies can be found [here](#)

CEA Study Center Academic Internship Policy can be found [here](#)

General Academic Policies can be found [here](#)