

INTERNSHIP—TIME SHEET
M. Ed. In Educational Technology
AET/EDET 650, Internship in Educational Technology

Student Name: Jeff Francis
 Internship Site: USC-Columbia School of Music
 On-Site Supervisor(s): Dr. Julie Hubbert
 Faculty Supervisor: Dr. Tom Smyth

Date	Number of Hours	Tasks	Comments
8/22 – 8/24	1	Explore possible internship opportunities with School of Music faculty	Alternate possibilities include Music Advocacy and CILEM (Carolina Institute for Leadership and Engagement in Music)
8/26	2	Met w/ Dr. Hubbert (mentor) and Dr. Hara (course facilitator)	Learn history and current implementation of MUSC 100L course. Brainstormed possible content, layout, and schedule of revised course.
8/30	1	Met w/ Andrew Robinette, a teaching assistant for one of the current MUSC100L sections.	Learned about current course structure and course needs.
9/2	1.5	Examined current syllabus and considered content delivery options	Which is the best way to deliver each example?
9/6	1		
9/7	2	Searched for Journal articles Explore McGraw Hill Connect Content.	Current MUSC 100L course uses McGraw Hill Connect system for textbook, assignments, and other course content.
9/9	0	Bi-weekly meeting w/ Dr. Hubbert and Dr. Hara.	Meeting postponed to 9/16

Completed by (student): _____ Date: _____
 Reviewed by (supervisor): _____ Date: _____
 Reviewed by (instructor): _____ Date: _____
 Comments: