

**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
9/30	1	Meeting with Ana Dubnjakovic, music librarian and Kunio Hara	Discussed copyright implications and limitations of Blackboard
	1	Meeting with Kunio Hara	Bach commentary.
10/5	1	Developing Chopin excerpt.	
10/6	4	Developing Chopin excerpt. Testing export settings.	
10/7	1	Meeting with Ana Dubnjakovic, music librarian and Julie Hubbert	Possibility of using SoM Streaming server
10/7	2	Meeting with Julie Hubbert	Course design
	2	Journal Article searching and reading.	
10/8	3	Annotated bibliography.	
10/10	6	Annotated bibliography. Developing Mozart excerpt. Excerpt revisions. Presentation development.	

Completed by (student): \_\_\_\_\_ Date: \_\_\_\_\_  
 Reviewed by (supervisor): \_\_\_\_\_ Date: \_\_\_\_\_  
 Reviewed by (instructor): \_\_\_\_\_ Date: \_\_\_\_\_  
 Comments: