



## Master Course Syllabus

For additional course information, including prerequisites, corequisites, and course fees, please refer to the Catalog: <https://catalog.uvu.edu/>

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**Semester:** Spring

**Course Prefix:** ART

**Course Title:** Art & Design Internship

**Year:** 2025

**Course and Section #:** 481R-008

**Credits:** 2

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### *Course Description*

Combines classroom theory with related, practical job experience. Students work as employees of a business, agency, or institution while enrolled in classes related to their career/major. Course content is individualized with students setting objectives in concert with their internship advisor and their workplace supervisor. Internship enrollment must be pre-approved by the area coordinator and department internship advisor. Number of hours worked per week will determine number of credits granted. May apply a maximum of 6 credits toward graduation. May be graded credit/no credit.

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### *Course Attributes*

This course has the following attributes:

- General Education Requirements
- Global/Intercultural Graduation Requirements
- Writing Enriched Graduation Requirements
- Discipline Core Requirements in Program
- Elective Core Requirements in Program
- Open Elective

Other: *Click here to enter text.*

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### *Instructor Information*

**Instructor Name:** Patrick Wilkey

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### *Student Learning Outcomes*

1. Apply academic skills to a practical professional setting
  2. Reflect on how classroom experience applies to a professional setting
  3. Develop and maintain professional relationships with coworkers, supervisors, and clients
  4. Recognize and refine personal career interests relative to their internship experiences
  5. Further explore career opportunities in the Art and Visual Communications field.
  6. Traits Upon successful completion, students should have the following attitude(s)/traits: 1 - Professional demeanor. 2 - Awareness of whether to seek further experience in this area or in other areas.
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### *Course Materials and Texts*

No required text.

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## ***Course Requirements***

### **Course Assignments, Assessments, and Grading Policy**

Points are earned for the following assignments:

Assignment 1: Internship Learning Agreement = Complete or Incomplete

Assignment 2: Hours Record Log = Complete or Incomplete

Assignment 3: Mid-Term Evaluation = Complete or Incomplete

Assignment 4: Summation Paper = Complete or Incomplete

Assignment 5: Supervisor Evaluation = Complete or Incomplete

Assignment 6: Internship Completion Assessment = Complete or Incomplete

TOTAL = CR or NC

This is an internship course that is graded CR (credit) or NC (no credit).

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### **Required or Recommended Reading Assignments**

No required text.

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### **General Description of the Subject Matter of Each Lecture or Discussion**

This is an online internship course. Most students complete their internships off-campus. As such, there are no lectures. The modules and assignments are designed to help each student to create meaningful objectives for their internship, assess their achievements, and allow their Internship Site Supervisor (their on-site mentor) to provide an assessment of their performance as an intern.

Module 1: Course Introduction / Internship orientation / Syllabus / Internship Learning Agreement.  
1 week

Module 2: Complete the required number of hours as per Internship Learning Agreement.  
14 weeks

Module 3: Summation Paper / Supervisor Evaluation / Internship Completion Assessment.  
1 week

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## ***Required Course Syllabus Statements***

### **Generative AI**

AI is not a replacement for your human creativity, originality, and critical thinking. Those skills should be developed over time as you prepare for a career as an ethical and successful designer.

However, UVU recognizes that the use of generative AI tools can be useful for *supporting* your work.

The use of AI tools is permitted for the following activities:

- Brainstorming subject matter themes.
- Creating mood boards for visual inspiration.
- Checking spelling, grammar, and punctuation.

The use of AI tools MAY be permitted for the following activities when specifically indicated by your instructor:

- Generating written content for *part* of an assignment such as the text for a page layout project.
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- Creating or modifying images for *part* of an assignment such as the images for a page layout project.

The use of AI tools is NOT permitted for the following activities:

- Producing process work such as sketches and comps.
- Producing final work such as pictograms, posters, page layouts, logos, packaging, interfaces, and essays.

Ultimately, the best policy is to use your human creativity, originality, and critical thinking to generate your own unique ideas and create all of your own work.

It is your responsibility to:

- Ask your instructor if it's acceptable to use AI for any part of an assignment.
- Disclose how you've used AI for any part of an assignment. This should be done in class or in the comments section in Canvas when producing process work or submitting final work.

Any unauthorized use of AI will be considered to be plagiarism which, as described in the Cheating and Plagiarism section, can result in either a failing grade for the affected test or assignment or a failing grade for the entire course.

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### **Using Remote Testing Software**

This course does not use remote testing software.

This course uses remote testing software. Remote test-takers may choose their remote testing locations. Please note, however, that the testing software used for this may conduct a brief scan of remote test-takers' immediate surroundings, may require use of a webcam while taking an exam, may require the microphone be on while taking an exam, or may require other practices to confirm academic honesty. Test-takers therefore shall have no expectation of privacy in their test-taking location during, or immediately preceding, remote testing. If a student strongly objects to using test-taking software, the student should contact the instructor at the beginning of the semester to determine whether alternative testing arrangements are feasible. Alternatives are not guaranteed.

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## ***Required University Syllabus Statements***

### **Accommodations/Students with Disabilities**

Students needing accommodations due to a permanent or temporary disability, pregnancy or pregnancy-related conditions may contact UVU [Accessibility Services](#) at [accessibilityservices@uvu.edu](mailto:accessibilityservices@uvu.edu) or 801-863-8747.

Accessibility Services is located on the Orem Campus in BA 110.

Deaf/Hard of Hearing students requesting ASL interpreters or transcribers can contact Accessibility Services to set up accommodations. Deaf/Hard of Hearing services can be contacted at [DHHservices@uvu.edu](mailto:DHHservices@uvu.edu)

DHH is located on the Orem Campus in BA 112.

## **Academic Integrity**

At Utah Valley University, faculty and students operate in an atmosphere of mutual trust. Maintaining an atmosphere of academic integrity allows for free exchange of ideas and enables all members of the community to achieve their highest potential. Our goal is to foster an intellectual atmosphere that produces scholars of integrity and imaginative thought. In all academic work, the ideas and contributions of others must be appropriately acknowledged and UVU students are expected to produce their own original academic work.

Faculty and students share the responsibility of ensuring the honesty and fairness of the intellectual environment at UVU. Students have a responsibility to promote academic integrity at the university by not participating in or facilitating others' participation in any act of academic dishonesty. As members of the academic community, students must become familiar with their [rights and responsibilities](#). In each course, they are responsible for knowing the requirements and restrictions regarding research and writing, assessments, collaborative work, the use of study aids, the appropriateness of assistance, and other issues. Likewise, instructors are responsible to clearly state expectations and model best practices.

Further information on what constitutes academic dishonesty is detailed in [UVU Policy 541: Student Code of Conduct](#).

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## **Equity and Title IX**

Utah Valley University does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, gender expression, age (40 and over), disability, veteran status, pregnancy, childbirth, or pregnancy-related conditions, citizenship, genetic information, or other basis protected by applicable law, including Title IX and 34 C.F.R. Part 106, in employment, treatment, admission, access to educational programs and activities, or other University benefits or services. Inquiries about nondiscrimination at UVU may be directed to the U.S. Department of Education's Office for Civil Rights or UVU's Title IX Coordinator at 801-863-7999 – [TitleIX@uvu.edu](mailto:TitleIX@uvu.edu) – 800 W University Pkwy, Orem, 84058, Suite BA 203.

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## **Religious Accommodation**

UVU values and acknowledges the array of worldviews, faiths, and religions represented in our student body, and as such provides supportive accommodations for students. Religious belief or conscience broadly includes religious, non-religious, theistic, or non-theistic moral or ethical beliefs as well as participation in religious holidays, observances, or activities. Accommodations may include scheduling or due-date modifications or make-up assignments for missed class work.

To seek a religious accommodation, a student must provide written notice to the instructor and the Director of Accessibility Services at [accessibilityservices@uvu.edu](mailto:accessibilityservices@uvu.edu). If the accommodation relates to a scheduling conflict, the notice should include the date, time, and brief description of the difficulty posed by the conflict. Such requests should be made as soon as the student is aware of the prospective scheduling conflict.

While religious expression is welcome throughout campus, UVU also has a [specially dedicated space](#) for meditation, prayer, reflection, or other forms of religious expression.