

Name _____

Summer Internship Reflection Guidelines

Directions: Write a few paragraphs of reflection at the end of every day during your two-week summer internship. You may use any of these prompts to inspire and direct you in your thinking.

In general, your journal should involve:

- ❖ Reflections on how you have utilized your strengths
- ❖ An evaluation of your progress
- ❖ Reflections about your motivation
- ❖ Reflections about your ability to work independently
- ❖ Intellectual discoveries you make
- ❖ A description of problems or frustration you encounter
- ❖ Reactions to events at your internship
- ❖ Observations about personal dynamics
- ❖ Judgments about the structure and organization of work
- ❖ Feelings and analytical thinking about the days' events

Here are some prompts to stimulate your thought:

- ❖ Did time go by quickly or was it unbearably slow? Are you aware of your goals? Evaluate what you would like to continue doing and what you might like to change. What was it like to get started?
- ❖ Is your internship appropriate for your strengths and interests? Have you encountered any problems or intellectual breakthroughs? Identify methods by which you can address any concerns you might have.
- ❖ Did you do anything that was exciting today? How did your experiences from the day change you? How might this change or affect the rest of your experience?
- ❖ How is your motivation, your work ethic, your interest level, and your attention span? Are you asking for work or letting your sponsor do all the planning? Is there a task you would like to do that you have not learned about?
- ❖ What new skills have you learned? What do you really want to focus on tomorrow? Is there anything distracting you from doing your best work? Are there any changes you want to ask from your sponsor?
- ❖ How does working independently relate to preparing for college? How does this relate to your academic profile?
- ❖ List the top 10 things you like about your internship. What can you do to improve your internship? How can you attain more responsibility? What can you do to add to your experience?
- ❖ How are your goals being met? What is the process of working independently like for you?
- ❖ What adult responsibilities have you had? What decisions have you have to make? Have your feelings changed since you first started your internship? Why have things changed?
- ❖ What have you learned about yourself? In what ways are you a good worker? What have you learned about your skills, motivation and courage?