

Name \_\_\_\_\_ Due Date \_\_\_\_\_

Training Station \_\_\_\_\_

### Instructional Management Plan for Marketing Internship Program

Instructional Area: Professional Development

Performance Element: Acquire self-development skills for success in marketing careers.  
MKC09.01.02

Performance Indicator: Demonstrate systematic behavior

Rating       Acceptable       Marginal       Unacceptable

Employer Signature \_\_\_\_\_

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**Application Experience:** Complete the following questions regarding your work experience. Write your answers on another sheet of paper.

1. Is my *Worked Record* sheet up-to-date? \_\_\_\_\_
2. Number of hours worked this semester \_\_\_\_\_
3. My goal is to work: (circle one)
  - a. 180 hours this semester for ½ credit OR
  - b. 360 hours for one full credit
4. This means I need to work \_\_\_\_\_ more hours this semester to reach my goal.
5. This means I will need to work \_\_\_\_\_ more hours per week until the end of the semester.
6. Have your feelings about your job changed any since the beginning of the year? Do you enjoy it more/less? Why?
7. Are there any changes relating to your job including new managers, duties, co-workers, raises or anything else that may have impacted your work experience
8. Explain any concerns or problems about your work experience or anything you would like to change.
9. What is something positive that has happened recently to you at your job? If you were your boss, what would you do differently? How would this benefit your workplace?
10. Is there anything you could do differently at your job to be a better employee or to make it a better place to work? What are you currently doing that is characteristic of an effective employee?