



UNITED NATIONS  
UNIVERSITY

**UNU-EHS**

Institute for Environment  
and Human Security



## M.Sc. Programme Geography of Environmental Risks and Human Security

### Internship Final Report Outline

This document is intended to provide students completing their internship with an overview of the required content for their final report.

In order to receive the 12 UE for your internship, 4 weeks after completing your assignment, you are required to:

- Turn in your final report (8-10 pages)
- Turn in your final evaluation
- Have your supervisor turn in his/her final evaluation
- Schedule with the internship coordinator a date to give a presentation (optional)

#### I. Internship Report Cover Page

On 2nd page there is a form. Please fill out, print form and sign. Submit this form as a cover page with your final internship report.

#### II. Overview

- a. Description of organization
- b. Describe how the professional field (i.e. tourism, urban planning, modeling, etc.) that you did your internship in relates to the academic disciplines in Geography.

#### III. Practical Work Experience

- a. My Duties and Responsibilities at the organization
- b. Comments on assignments and ability to complete the assignments
- c. General work experiences
- d. Impact of my work
- e. My successes and shortcomings directly related to my work performance

#### IV. Personal Reflections

- a. Internship as a learning process – what did I learn about this field and myself.
- b. My expectations before the internship vs. the realities of the work
- c. My exposure to not only the immediate team I worked with, but the organization as a whole and its networks.
- d. How this internship fits into my personal academic and career objectives.
- e. Benefits of the internship. Were there any particular positive points about your internship experience worth mentioning?

#### V. Conclusion

- a. Observations. Did you encounter there any challenges or difficulties in your internship experience?
- b. Conclusions
- c. Recommendations. Please consider both the roles of the program and the Internship coordinators.

#### VI. Appendix

- a. Final Student Evaluation
- b. Final Supervisor Evaluation
- c. Availability for presentations
- d. Where applicable: work sample