



Boston University International Programs
London

Boston University British Programmes
Hospitality and Tourism Internship Tutorial
Spring 2009

Instructor Information

A. Name	Andy Charlton
B. Days and Times	1 st Tutorial: Monday, 16 th February, 1:45-3:15pm 2 nd Tutorial: Thursday, 12 th March, 6:30-8pm 3 rd Tutorial: Thursday, 2 nd April, 6:30-8pm
C. Location	Alexander room (1 st tutorial only); thereafter Cassels room, 43 Harrington Gardens, SW7 4JU
D. BU Telephone	020 7244 6255
E. Email	andy@charlton28.freeserve.co.uk
F. Webpage	http://www.bu-london.co.uk/academic/LT
G. Office hours	By appointment

Aims and Objectives

This Internship (or Placement) Course complements the Core Class in that the academic lessons of the classroom will begin to be realised and built on in a practical workplace context.

Methodology

3 tutorial sessions lasting an hour and a half each.

Tutorials

Tutorial 1: Monday 16 February, 12:30-1:30pm (Internship Briefing), 1:45-3:15 (Tutorial)
A general Internship Briefing for all students at Cine Lumiere followed by Tutorial 1 at 1.45p.m. in the Alexander Room in Harrington Gardens.

Tutorial 1 is a tutor led discussion of the various industries students will be encountering, together with potential plans for students to create their Placement Projects. These plans will necessarily need to be flexible and adaptable to the actual workplace conditions experienced and may well change as the Placement develops. All students will be asked to seek out a current trade magazine or journal that relates as closely as possible to their Placement and to bring it to Tutorial 2 for class consideration. This may be highly specific, or indeed very general but must relate in some way to the industry in question. Guidance will be given for the oral presentations in Tutorial 2. Students will also prepare written reflective weekly logs together with a brief written introduction to the organisation to be handed in at Tutorial 2; guidance will also be given for this at the tutorial.

Tutorial 2: Thursday 12th March at 6.30p.m.

Each student will give a 5 minute oral presentation on the Placement thus far; in effect a brief progress report containing a short outline of the industry, the relevant organisation's place within it, and the student's place within the organisation. There should be a brief consideration of any issues which arise from the Core Class and which relate to the Placement, both positive and negative; perhaps a recognition of established principles or a surprising deviation from what has been taught. After the presentations students will be encouraged to question each other on their experiences as wider lessons can be learnt from the large range of Placements that are open to all Hospitality and Tourism students.

Tutorial 3: Thursday 2nd April at 6.30p.m.

Discussion of each individual's progress with their Placement Projects together with reflections on cultural issues presented by the British workplace. Guidance towards preparation of the final Placement Portfolio which will be graded.

Assignments

Assignment 1 (50% of final grade)

The Placement Project. It may be based on a piece of work or project created during the internship or could take the form of a research paper on the industry or creative project connected to the industry. Around 2,000 words would be an appropriate length for the text, not including any illustrations, charts, graphs, pictures etc.

Assignment 2 (40% of final grade)

Analysis of the organisation providing the internship with reflective conclusions on the internship experience. Around 1500 words. This Analysis together with the Placement Project constitutes the Placement Portfolio.

Assignment 3 (10% of final grade)

Attendance and participation at the internship tutorials.

Grading

Please refer to the Academic Handbook for detailed grading criteria and information on plagiarism: <http://www.bu-london.co.uk/files/images/ACADEMICHANDBOOKSP09.pdf>

Readings

Some readings may be posted on the course webpage:

<http://www.bu-london.co.uk/academic/LT> (you must log in to view these items)

Andy Charlton
February 09