

## Internship Advice from COMM 485 Interns

NAME: Levi B. Adams

Internship  
site: Atomic Films

### **In three or four sentences, describe what you did during your internship.**

I worked with two producers filming and editing video while learning the essentials of filmmaking. The majority of my time was spent logging and capturing footage. I also assisted in equipment and film deliveries and pick-ups, and helped out-of-town producers with various tasks.

### **What did you enjoy the most about your internship?**

I appreciated the fact that the environment in which I worked was very laid back, but very professional at the same time. I also enjoyed the opportunities that the internship afforded me, such as going behind-the-scenes on the set of a Bravo reality show and acting as a production assistant while filming footage for the new Volkswagen plant.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

While working on the Bravo set, I met Kelly Hoover, a producer for the network. She gave me not only her contact information but also a list of contacts in New York City as well as great video production-related advice.

### **What advice would you give Communication majors about their internships?**

Make sure to take advantage of *every* opportunity your location offers you—don't say no to anything! I was able to meet and film Michael Phelps of Olympic notoriety because I volunteered to come in on one of my off days.

## Internship Advice from COMM 485 Interns

NAME: Alex Williams  
Internship site: WDEF/WDOD FM (Sunny 92.3 & 96.5 The Mountain)

### **In three or four sentences, describe what you did during your internship.**

I operated the on-air portion of WDOD during 1:00 to 4:00. I was Brad Steiner's "sidekick" between 4:00-7:00 on WDOD. I learned how to produce multiple types of audio files. I learned how radio promotions operated.

### **What did you enjoy the most about your internship?**

I enjoyed being on-air. I enjoyed burying myself away in the production studio, and working with top notch audio equipment. I enjoyed interacting with the staff. I liked everything about my internship, except the pay (I was unpaid).

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

It gave me something to put on my resume'. Up until WDEF/WDOD all I could put on my resume' was "Domino's Pizza". It also gave me a chance to load up on audio files for a demo CD that I can put into my portfolio. My internship supervisor was unable to hire me as he did not have a budget to hire me. I did, however, land a job with WRCB-TV as a production assistant. Without my WDEF/WDOD FM internship credential, I do not think that WRCB would have considered me for the position.

### **What advice would you give Communication majors about their internships?**

Follow your heart when selecting an internship. Do not let any faculty member sway you from following your instincts.

Most of these internships don't pay and don't hire, so don't let money and the prospect of a job be your only guiding principles.

Once you're there, make friends with a few people. Go out for drinks. That's how you network. You'll also always have a few good references in your back pocket. Plus, you'll have a new friend or two and that's always great.

## Internship Advice from COMM 485 Interns

NAME: Charlie Campbell

Internship  
site: WTCI

### **In three or four sentences, describe what you did during your internship.**

During my internship, I went on a couple of shoots for a television show. I got to watch a studio shoot of Tennessee Insider, a local public affairs show. I learned a lot about what goes on behind the scenes and how different shows are put together.

**What did you enjoy the most about your internship?** What I enjoyed most was getting hands-on experience. In class I always wonder what the point of doing different tasks was but now I get to see the big picture and see what I learned apply to the real world. I got to learn a large variety of things and every day was different.

**Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?** As of now, I haven't had any career opportunities come from doing this internship, but I hope to continue to intern at WTCI until such an opportunity comes.

### **What advice would you give Communication majors about their internships?**

The advice I would give to a future intern would be to ask a lot of good questions about the job to try to learn as much about it as possible. Go there with a good attitude and ready to do whatever they need to do. If it seems like there is nothing to do, it most likely means there is much to do so always ask for something to do when you are out of tasks or take initiative and do things are your own. Even if this is your first venture into a professional environment, don't let it intimidate you because it will only prepare you for your career.

## Internship Advice from COMM 485 Interns

NAME: Meaghan Dant  
Internship site: Southeast Tennessee Tourism Assoc.

### **In three or four sentences, describe what you did during your internship.**

Throughout the duration of my internship, I learned and did many new things beyond what I had envisioned. I wrote many press releases, which undoubtedly assisted in my writing skills, I assisted in organizing events, frequently updated the website, did mailings, contacted many clients and interested guests to the SE region of Tennessee, and also promoted different events going on all around our region by interpersonal communication. I met many fascinating people, and learned about hidden treasures in places many people would not think to look. Many people do not realize how nonprofit organizations operate, that is probably the most important thing I learned. Knowing that, as well as broadening my knowledge on PR and Promotions, now makes me more employable and appealing to future employers.

### **What did you enjoy the most about your internship?**

The thing I enjoyed most about my internship was being able to experience new things. My supervisor and I went on many road trips to visit and promote different places around SE Tennessee. Although I must say, the thing I enjoyed the most was putting together a media blitz package for a company in Atl. I was able to do exciting things like rafting and write about it, which I loved.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

My internship was without a doubt a huge help in getting my career as a communicator on its way. I met many people in Tourism, such as the head of the CVB, and made contacts with people in Bradley and Polk Counties. I was hired by my supervisor as a paid intern.

### **What advice would you give Communication majors about their internships?**

Get the most out of this experience, because you never know where it will lead you. Do not take any experience for granted, and prove to your supervisor and all contacts you meet how beneficial you are, and how one day in the near future you would be a great employee.

## Internship Advice from COMM 485 Interns

NAME: Chris Donahue

Internship site: Summer 2008

### **In three or four sentences, describe what you did during your internship.**

My attention for the most part of my internship was focused towards an annual fundraiser for the YMCA of Chattanooga. I started this project at ground level making phone calls and doing research at all aspects. I contributed over 20 marketing strategies to the Metropolitan YMCA of Chattanooga that will be utilized in and for the Christmas Gift Market 2009. I designed the banners that will be hung on the downtown Chattanooga streets and produced a social networking page for them and the event.

### **What did you enjoy the most about your internship?**

I enjoyed the variety of tasks that are included in a marketing/public relation's career. No two days were exactly the same and no two tasks were ever similar. Every day was fresh and full of work. With that being said, I liked the fact that everyday was different, in a different environment, using my creative side to produce positive results.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

To start, I was not hired by my internship due to a hiring freeze, but this experience opened my eyes and took the career that I have chosen beyond the textbook and classroom to a whole other level. It showed me what is needed to successfully be launched into a world of public relations and marketing. When I left on my last day, I was given a detailed list of **ALL** media contacts within a 100 mile radius of Chattanooga, which I can use in my endeavor to find employment after graduation or while I am in my professional position.

**What advice would you give Communication majors about their internships?**

I would advise to future interns in the Communication department, that they know exactly what they expect to gain from their internship and that they communicate with their inter on what the intern expects to gain from them. Prepare for every day like it is your first day, work hard, have fun and do what ever it takes to succeed.

## Internship Advice from COMM 485 Interns

NAME: Brooke Fontana

Internship site: 321 Productions

### **In three or four sentences, describe what you did during your internship.**

During my internship at 321 Productions, I learned how to effectively edit video for Internet and commercial purposes. I learned how to operate a camera, speak to clients, audio, and grip. I created DVD's, and worked in Photoshop to create graphics and I feel like I learned a lot about design and editing.

### **What did you enjoy the most about your internship?**

I enjoyed the experience, and being in a new city. The best part about the actual internship was learning different shortcuts, and learning how to be more efficient in Final Cut Pro. I feel like I know how to do a lot more than I used to before the internship began. I think my knowledge will help me gain jobs in the future, and I am very excited about this.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

As I stated earlier, I think my internship will help me to get jobs in video editing. It already has. Since returning from my internship in New York, I have been working on multiple video jobs and I feel very confident about future jobs.

### **What advice would you give Communication majors about their internships?**

I would tell future interns to ask as many questions as possible. No question is a dumb question, and also to just jump in there and get experience. Do not just sit by and watch. Ask if you can do anything, because doing something is better than doing nothing.

## Internship Advice from COMM 485 Interns

NAME: Andrew Holt

Internship site: Chattanooga Times Free Press — Sports Department

### **In three or four sentences, describe what you did during your internship.**

I was a sports writer for the Chattanooga paper. I covered sports at the high school, semi-professional and professional level during my time at the paper. I worked alone a lot of the time and was relied upon for coverage of numerous sports events.

### **What did you enjoy the most about your internship?**

I enjoyed going out to events and working on my own without someone standing over my shoulder. I had a sort of freedom in the work I was doing.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

If I decide that sports writing is something that I really want to pursue then my experiences will be something that help me. I was not hired by my superior and have not had any contact with any other potential employer. I do feel like that working for Mr. Greeson is something that will benefit me should I decide to enter this field.

### **What advice would you give Communication majors about their internships?**

Find a paid internship. Don't be afraid to ask questions and do whatever is asked of you with a good attitude.

## Internship Advice from COMM 485 Interns

NAME: Samuel Howard

Internship  
site: WRCB-TV

### **In three or four sentences, describe what you did during your internship.**

Mostly I cut and edited “raw” video brought in from the field. I would take that raw package and choose certain scenes that made sense, both from a script standpoint as well as an editing standpoint. I would also cut national and foreign packages. On the side, I wrote stories for both the anchors as well as the web.

### **What did you enjoy the most about your internship?**

Without a doubt, I enjoyed the video aspect the most. I have a “thing” for working around massive amounts of computers and technology. I also found that there’s an art to editing that I hadn’t known. I learned a lot of that art and I feel the better person for it.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

I wasn’t hired by my supervisor, but I did apply for an opening at the studio. Unfortunately, it had already been filled. Still, I feel I can find a job in the television news business, perhaps at WRCB when an opening does come up. The internship gave me the confidence boost I so badly needed.

### **What advice would you give Communication majors about their internships?**

Stick with it, and do the best you can. I think if you do that, anybody who’s a respectable supervisor will pick up on your effort and your commitment.

And of course, put pride in your work, even when you make mistakes. Correct your mistakes, but don’t sell yourself short by solely focusing on the fact that you made mistakes.

## Internship Advice from COMM 485 Interns

NAME: Andy Irwin  
Internship site: Summer 2008  
The House University Ministry of Chattanooga

### **In three or four sentences, describe what you did during your internship.**

As the summer intern for The House ministry, my job covered many things. I made videos about the student resident houses of the ministry, I painted and created visual displays that will be used for orientations and at the Tuesday night worship service, and came up with flyer and poster ideas. Also, I contacted new students who signed the e-mail list at orientation.

### **What did you enjoy the most about your internship?**

I really enjoyed the practical and hands-on side of what I did this summer. I will be working at a ministry similar to The House and will be doing a lot of what I did in my internship.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

It gave me the experience and tools that I will be taking into my job this fall. I got hired to work at a college ministry in Bellingham, WA called The Inn and it was due to applying among the network of ministries across the country in which The House connected to.

### **What advice would you give Communication majors about their internships?**

I would encourage to really pursue something that you enjoy and are passionate about. I know that it's not always possible to find an internship that fits you perfectly, but you can come close. Always have the mind set that the internship is giving you practical experience that will benefit you in the long run.

## Internship Advice from COMM 485 Interns

NAME: Erica Johnson  
Internship site: Service Systems, LLC

### **In three or four sentences, describe what you did during your internship.**

I was responsible for writing and designing the company newsletter. I also designed weekly sales pieces. Luckily, I was also given the privilege to design an advertisement that went into a business magazine.

### **What did you enjoy the most about your internship?**

I gained confidence with my internship. The company bestowed me with lots of artistic freedom and responsibility. From this, I realized I had more talent than I ever gave myself credit for.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

The company hired me as the main person responsible for all marketing and public relations endeavors. Regardless if I stay with the company long term or not, I have been granted a great resume builder. I have acquired hands on involvement with design software. I can also say that I was responsible for developing their first efforts at a marketing department.

### **What advice would you give Communication majors about their internships?**

It is important to keep track of all the work you complete at your internship. You should also make sure it is organized. This will make the compilation of your portfolio a breeze.

## Internship Advice from COMM 485 Interns

NAME: Ashley King  
Internship site: Friends of the Festival

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### **In three or four sentences, describe what you did during your internship.**

During my internship I was in charge of gathering all of the logos that the sponsors wanted aired on the LED screens throughout the festival. I was also responsible for making sure that each logo was shown a specific amount of time depending on the contracts. I designed logos and made excel spreadsheets for LED programming and Riverbend Signage. I also helped design the PowerPoint for Volunteer Orientation for Riverbend 2009. I learned a lot about how much time and planning went into such a big event.

### **What did you enjoy the most about your internship?**

I enjoyed that I got to be creative and take charge on a lot of the projects that were assigned to me.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

I made several connections and contacts to help me find employment after my internship. No one was hiring at the time when I completed my internship, but I did receive a job by showing some of the tasks I completed during my internship.

### **What advice would you give Communication majors about their internships?**

I think it is very important to make sure that they ask lots of questions and never pass up an opportunity to receive experience. Riverbend flies by and the internship is practically over after the Festival ends, so it is very important to get all the experience you need or want before the festival begins. The week of the festival is extremely exhausting, fun, and hectic all at the same time so take lots of pictures and keep a journal in order to remember all of the things you did!

## Internship Advice from COMM 485 Interns

NAME: Lorraine Williams  
Internship site: WRCBTV/News Channel 3

### **In three or four sentences, describe what you did during your internship.**

During my internship I attended the discussion meeting about which reporter will do which story and pitched stories to the director, I wrote stories for the stations website. I shadow a news reporter and then wrote and edit my own news package. I learn the editing program that the station used and edit some stories that I pulled from the VOD.

### **What did you enjoy the most about your internship?**

What I enjoyed most about my internship was getting the chance to learn new things and getting that hand on action that I loved so much. I enjoyed seeing the ups and downs of the different situations and news stories as they developed and great stories. I also enjoyed getting to know the people there because now when I see them on television I can say I've met that person and they are very friendly.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

My internship helped me to understand what it is I really want to do with my communications major and that is to write sports and edit video. I did network with some of the reporters and who can give me insight on the different news station that they worked before and when I move to a different location I can contact them to help get my foot in the door.

### **What advice would you give Communication majors about their internships?**

My advice to Communication majors about their internship would have to be getting all the hands on and insight from our internship. Also NETWORK with as many people as you can because that will be a great

way to get your name out there and also learn all you can learn because it will help you in the end.

## Internship Advice from COMM 485 Interns

NAME: Lauren McFall

Internship  
site:

TransCard

### **In three or four sentences, describe what you did during your internship.**

During my internship at TransCard I created advertising flyers for potential clients, small design and marketing projects for the company, and a few large marketing projects. All projects were created using the Macintosh platform and software programs such as Adobe CS4 Suite, Pages, Word, and Freehand.

### **What did you enjoy the most about your internship?**

This internship provided great real-world experience. The fast-paced environment strengthens a person's attention to detail and initiative when completing projects.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

The internship at TransCard strengthened my design and marketing skills, making it clear that I will enjoy a future in design. It also gave me great experience on how to survive in the corporate environment. No, I was not hired by TransCard but I did obtain a position as Office Manager at Medium, a web and graphic design company.

### **What advice would you give Communication majors about their internships?**

Internships are crucial to getting that first taste of what the real world expects from you. Working hard and completing all tasks at hand are good but going above and beyond, being independent and showing initiative will ensure your success.

## Internship Advice from COMM 485 Interns

NAME: Mike Miller

Internship site: WTCI TV Channel 45

### **In three or four sentences, describe what you did during your internship.**

I worked mainly as a producer: writing scripts, researching show topics and coming up with show ideas. I got to write scripts in the mornings which were then used during afternoon tapings, and then broadcast in the evenings--I saw all phases of TV production.

I also worked with the Director of Major Giving, learning about fundraising. I helped write solicitation letters and I did grant research.

### **What did you enjoy the most about your internship?**

Seeing my name in the credits of shows I'd helped produce! Also, getting out in the community and networking with business and political leaders--I worked on a political show, and networking was a crucial part of finding guests to book. I even got to meet Ron Ramsey, the Lt. Governor of Tennessee.

I also really enjoyed working with Angela Lee--she is a true professional and she was willing to go the extra mile to help me. She gave me real responsibilities with writing, researching and editing, and she taught me to write more quickly and more succinctly. "Be more conversational!" she was always saying. She also demonstrated the importance of joining civic organizations, maintaining blogs and participating in social networking in order to get potential show guests.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

I did my internship at WTCI because I'm already working in public broadcasting--I'm at WUTC 88.1 FM--and I wanted to gain experience at a TV station. My internship helped me gain more production skills to continue my public radio career. Also, future collaborations are being

discussed between WUTC and WTCI, so I'm in a good position to coordinate those projects.

It was exciting to get a fresh perspective on public broadcasting--the TV side of it is very different from the radio side. Television productions are much more elaborate, and I learned about working in a team, instead of doing every step of a production by myself. As WUTC grows, and we create more elaborate projects, I will be ready to work in a group instead of by myself.

### **What advice would you give Communication majors about their internships?**

First, pick a place that is directly related to the career you hope to have. Second, tell your internship supervisor exactly what you want to learn, and make sure he or she is giving you tasks related to that. If you're not getting useful experiences, speak up!

Third, as an intern, you'll sometimes be asked to perform fairly menial tasks--getting coffee, cleaning up, etc. That's an inevitable part of your experience. However, such drudgery can often be avoided if you make yourself valuable in more important, more interesting ways.

Show your boss you're a great writer, for example, and demonstrate that you can work quickly and can produce quality material. Then you'll be asked to help write scripts instead of cleaning floors.

Fourth, be proactive. Don't sit around waiting for someone to assign you a task--instead, find people who are doing the job you'd like to have someday and ask them how you can help them. You won't learn anything if you sit around!

## Internship Advice from COMM 485 Interns

NAME: Dreanne Newton

Internship site: WDEF News Channel 12

### **In three or four sentences, describe what you did during your internship.**

I researched, wrote and reported news scripts.

I interviewed individuals for news stories.

I anchored web-based newscasts.

I helped manage the WDEF tent at the Riverbend Festival.

### **What did you enjoy the most about your internship?**

I enjoyed doing interviews the most. Each day was exciting because I never knew who I was going to get a chance to talk to.

My favorite day was a trip to the aquarium. I actually got to go in the room where the stairs lead down to the water to the large Nickajack Lake Exhibit. I was able to watch as experts wheeled in an 11 Lb. largemouth bass in to the tank.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

Being an intern at WDEF gave me a sense of how the news really works. The job is a lot harder than it looks and it's definitely not as glamorous, but it is very rewarding. All of my skills have improved because of my time at WDEF.

Unfortunately, there were not any positions available at the time so I was not hired. My internship advisor, Dutch Terry, is a great guy and has offered to help me when I'm ready to start looking for a job.

### **What advice would you give Communication majors about their internships?**

Have fun but work hard. Treat the experience as if it were a real job. Stand out and make lasting impressions. Use your time wisely.

## Internship Advice from COMM 485 Interns

NAME: Tiffany Parnell  
Internship site: True North Custom Publishing

### **In three or four sentences, describe what you did during your internship.**

I spent the majority of my time at True North writing copy for specialty publications that centered on health care. I also did some fact checking, editing and I conducted a client interview during my last week.

### **What did you enjoy the most about your internship?**

I really enjoyed the writing aspect of my internship. I enjoyed the challenge of writing interesting copy and pairing all of my articles with catchy headlines.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

I have not been hired, but I believe that I have made a really great contact in Rachel, my supervisor, and I feel confident that I will be considered for any job openings in the future. I also gained experience that will look great on my resume and have been able to compile a pretty impressive portfolio with all of the magazine clips that I have.

### **What advice would you give Communication majors about their internships?**

Don't take things too seriously and trust yourself. I was really nervous, but we have the skills necessary to do a good job. They wouldn't have hired us for internship if they didn't believe that.

Also, spend some time researching companies and talking to past students to find the best fit for you. They can give you good insight into what kinds of tasks you will be assigned, and through your research, you can find the best fit for you. Also, start looking early. I didn't really begin looking until it was time for me to do my internship, and I think the interview process would have been a lot less stressful if I had done my homework ahead of time.

## Internship Advice from COMM 485 Interns

NAME: Callie Phillips

Internship site: St. Barnabas Senior Living

### **In three or four sentences, describe what you did during your internship.**

While at St. Barnabas I worked in the communications department on a variety to tasks. I wrote press releases, stories for the newsletter, and helped design marketing materials. I also had the privilege of sitting on many meetings, where I was able to see what role the communication department played within the organization.

### **What did you enjoy the most about your internship?**

I enjoyed getting to know everyone who worked at St. Barnabas as well as the residents who live there. It was also rewarding to apply some of the skills I learned in all my communications courses to the “real world”.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

My time at St. Barnabas gave me some valuable experience that I will be able to use in the future. I was able to get a better understanding of public relations in the healthcare field. While I was not hired by St. Barnabas, I was able to get some helpful contact information, which may lead to possible employment in the future.

### **What advice would you give Communication majors about their internships?**

Make sure you take your time in choosing where you do you internship. Make sure it is a place that you like and something that you are possible interested in as a career. Take this seriously and don't just settle for whoever will take you just so you can get credit. I am so glad that we are required to do an internship because it provides a wonderful opportunity to apply skills learned in the class room to the professional

world, where you will receive valuable feedback and guidance from your supervisor who is there to help you. Also don't be afraid to ask for help or ask for more difficult or challenging assignments, your supervisor is there to help you grow and make this experience beneficial for you.

## Internship Advice from COMM 485 Interns

NAME: Dallas Rector  
Internship site: Citadel Communication (Talk Radio 102.3/The Duke 107.9/KZ 106.5)

**In three or four sentences, describe what you did during your internship.**

During my internship I was mainly involved in the sales department where I wrote ads, a few sales programs and developed my selling skills. I also had the chance to record a few radio ads, go on live remotes and sit in on a few shows. I was focused mainly on sales, but ended up doing a little bit of everything. It was 60% sales, 20% radio production and broadcasting and 20% public relations.

**What did you enjoy the most about your internship?**

The things I enjoyed most about my internship were improving my selling skills, going on live remotes, writing and recording ads and sitting in on shows. I can't really pick one thing that was my favorite because the whole experience was great.

**Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

My supervisor didn't hire me, but he did encourage me to apply for a sales job as soon as I graduated. I knew I wanted to be involved in sales, but I wasn't sure how to go about getting involved in that line of work. My internship ultimately gave me a better understanding of the profession and helped get me going in the right direction.

**What advice would you give Communication majors about their internships?**

Work hard, listen, ask questions, get to know the people around you, be willing to do anything and everything that's asked, show up early, stay late and get every last drop you can out of it. You can only blame yourself if you don't make the most out of this opportunity.

## Internship Advice from COMM 485 Interns

NAME: Taylor Tompkins  
Internship site: TransCard

### **In three or four sentences, describe what you did during your internship.**

I spent my time working on a different project almost everyday. These projects included writing weekly newsletters, evaluating our Google Ad words program, writing press releases, a white paper, putting together a corporate training manual and attending a tradeshow in DC. I spent time working on contacting future tradeshow venues and coming up with plans regarding who should attend and what type of items we should use a pre-mailers.

### **What did you enjoy the most about your internship?**

I really enjoy the environment most days and the fact that there was always something different to do.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

I was hired by TransCard and am now their Marketing Assistant.

### **What advice would you give Communication majors about their internships?**

Take your internships seriously and go over and beyond what they expect you to do, it will probably pay off.

## Internship Advice from COMM 485 Interns

NAME: Sarah Woods  
Internship site: Mindflow Media

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### **In three or four sentences, describe what you did during your internship.**

I have learned so much more about Final Cut, I've learned how to use DVD Studio Pro and Motion 3, how to successfully troubleshoot all kinds of general and technical problems, how to transcribe, how to research, and how to audio mix in post-production. I have worked as a production assistant, including one major shoot for Memorial Hospital. I have also learned about project development, as well as the business itself.

### **What did you enjoy the most about your internship?**

I enjoyed learning and feeling like I was moving forward in my career and closer to my goals. I also enjoyed working with Dave and Linda and some of the other interns.

### **Please describe how your internship helped you in getting your career started. Were you hired by your internship supervisor? Or did you make a contact to find employment through your internship?**

I've got some good contacts in Los Angeles thanks to them and I have an editing reel, which is a great contribution to my resume. I think working there also helped give me the courage to decide to move to Los Angeles in the first place. I realized there that I could do it.

### **What advice would you give Communication majors about their internships?**

I would advise all Communication majors to take full advantage of this opportunity; see everything that you can gain from it, like contacts, an editing reel, a portfolio, developing technical skills, etc. and get all that you see you can gain from it. And also get to know the people you work with and have good relationships with them. Get involved and have a sense of ownership and pride in the business you work for.