
ULYSSEUS TRAINEESHIP CALL

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www.ulysseus.eu

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Authors

Ana Timonen; Brigitte Huter; Ali Douai, María; Dolores Borrás Talavera; Lucía Conde Ruiz, Marco Fossa; Maria Silvia Vaccarezza. Taskforce: Peter Džupka; Jean-Loïc Cavazza; Sarah Widmoser; Daniel D'Assisi; Ján Buleca; Nataša Urbančíková; Mária Gamcová; Jukka Väyrynen; Liisa Wallenius.



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The mission

“Ulysseus Traineeship Programme is a specific tool to offer students and graduates professional experience and train skills that they would not be able to learn in the classroom. With the collaboration of the Ulysseus Innovation Hubs and the associated partners, the traineeship programme will involve both local work placements (managed locally at every partner University) and international mobility.”

(Ulysseus Traineeship Programme Action Plan, May, 2021)

The Aim of the Ulysseus Traineeship Programme (UTP) is to establish a functional system of internships for students and graduates of the members of the Ulysseus European University (UEU) with the support of participating universities and their partner institutions on both national and international level. Purpose of the Traineeship program is to allow participants get practical knowledge and develop new skills which will increase employability of students and graduates in compliance with the requirements of the labour market on an international level.

An important role of UTP is, in addition to expanding the existing offer of internships and their internationalization, also creating an offer of internships for newly emerging interdisciplinary Joint Study Programs of the UEU, especially in cooperation with newly established Innovation Hubs specializing in areas of interest and research of UEU:

- Artificial Intelligence (HH)
- Energy, Transport, Mobility & Smart
- Cities (USE) Digitalization (TUKE)
- Food, Biotechnology & Circular
- Economy (MCI) Ageing and Well
- Being (UCA)
- Tourism, Arts & Heritage (UNIGE)



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“The only way to do great work is to love what you do. If you haven’t found it yet, keep looking. Don’t settle. As with all matters of the heart, you’ll know when you find it.” (Steve Jobs, founder, Apple)



02

Traineeship Programme

Meaning a purpose of the
Traineeships. Glossary



Traineeship is an opportunity to integrate career related experience into an education by participating in planned, supervised work (OSU, 2013).

The purpose of the traineeship is to present students with an invaluable learning experience that will not only present networking opportunities and make it possible for them to practice what they know, but essentially, trainees can try it out to see whether a job is a fit. This experience presents both students and employers with relevant information in order to evaluate whether trainees are indeed a match to the organizational culture and a good fit in the corporate environment (DeSormoux, 2012).

Benefits for Students

- improvement of soft skills and hard skills
- work in professional/ work-related environment
- experience gain & development of self-confidence
- challenging work assignments
- new insights, credentials & networking connections
- valuable help of supervisor/ mentor)

Benefits to the Employer

- opportunity to get a potential employee
- flexible hiring according to employer's needs
- cost effectiveness
- contribution of new ideas & perspectives
- access to high quality trainees

Benefits to the University

- facilitating the student employment process
- contact to employers
- alumni engagement
- strengthen the students' loyalty to the university
- enriching and linking curricula with practice

The very first thing I tell every intern on the first day is that their internship exists solely on their resume. As far as I am concerned, they are a full-time member of my team. For all the negative stereotypes about millennials, you would be astounded by how hard they work when they believe their contribution matters. (Jay Samit, Serial Entrepreneur).

Learning Outcomes means statements of what a learner knows, understands and is able to do on completion of a learning process, which are defined in terms of knowledge, skills and competence (Recommendation of the European Parliament and of the Council of 23 April 2008 on the Establishment of the European Qualifications Framework for Lifelong Learning):

- **Knowledge:** means the outcome of the assimilation of information through learning. Knowledge is the body of facts, principles, theories and practices that is related to a field of work or study. In the context of the European Qualifications Framework, knowledge is described as theoretical and/or factual.
- **Skills:** means the ability to apply knowledge and use know-how to complete tasks and solve problems. In the context of the European Qualifications Framework, skills are described as cognitive (involving the use of logical, intuitive and creative thinking) or practical (involving manual dexterity and the use of methods, materials, tools and instruments)
- **Competence:** means the proven ability to use knowledge, skills and personal, social and/or methodological abilities, in work or study situations and in professional and personal development. In the context of the European Qualifications Framework, competence is described in terms of responsibility and autonomy.
- **Traineeship Forms:** across the university, these opportunities to gain career related experience can vary in many ways (DeSormoux, 2012):
 - may be on-site, remote, or hybrid
 - may be paid or unpaid
 - may be required as part of the curriculum or optional
 - earn academic credit or no credit is associated with the experience · Can be fulltime or part-time (from 5 to 40 hours a week)
 - can take place during the summer or during other parts of the year

Erasmus + funding for student mobility for training can be used to fund "Ulysseus Traineeship Programme" stays (Erasmus+: EU Programme for Education, Training, Youth and Support, 2021):

- **Erasmus+ Traineeship for Students:** Erasmus+ supports traineeships (work placements, internships, etc.) abroad for students currently enrolled in higher education institutions in Programme countries at Bachelor and Master level as well as for doctoral candidates. These opportunities are also open to recent graduates. Students can also combine your Erasmus+ traineeship with a study period abroad. Long-term traineeship abroad can last a minimum of 2 months and a maximum of 12 months. Students and recent graduates can also do a blended mobility, combining a virtual period with a physical short or long-term mobility. The short-term physical presence abroad as part of blended mobility lasts a minimum of 5 days and a maximum of 30 days. Student can benefit of an exchange abroad with Erasmus+ multiple times, either as a student or as a trainee, but the total time abroad (study abroad periods included) may not exceed 12 months within one cycle of study.
- **Erasmus+ Financial Support:** Students may receive an Erasmus+ grant as a contribution to their travel and subsistence costs and extra funding is available for traineeships. It may vary according to differences in living costs between your country and the destination country, the number of students applying for a grant, the distance between countries and the availability of other grants.
- **European Credit Transfer System (ECTS):** a points system used by universities and agreed by governments, that makes international education more easily comparable across borders. ECTS points only indicate workload; they do not indicate a grade.

03

Aproximation of the requirements for traineeship performance within the “Ulysseus European University” members



Meetings of the Ulyseus European University (UEU) members' representations initially focused on mapping the current situation in the field of traineeships.

Existing significant differences result from the type and focus of the participating universities:

- Three comprehensive Universities (University of Seville; University of Côte d’Azur; & University of Genoa),
- one technical University (Technical University of Kosice),
- and two Universities of Applied Sciences (Management Center Innsbruck; & Haaga-Helia University of Applied Sciences).

The areas discussed were the structure (general/ soft/ development/ personal skills versus specific/ scientific/ advanced skills), and the type of internships (national or international accreditation).

The advantage of the participating members of the alliance is the previous cooperation, especially in the field of implementation of foreign mobility projects for students and staff within the Erasmus + program, as well as the double degree programs. Other possibilities useful for traineeships/ internships were also evaluated (national scholarship programs, bilateral agreements, cooperation of student associations, other types of scholarships, etc.).

Connections on both national (within the universities, and between universities & their innovation hubs, associated partners, and traineeship providers), and international levels (between the alliance members) were determined.

The issue of using a platform for the registration of traineeship providers and trainees was discussed during the negotiations. Some members of the alliance already use available commercial platforms (JobTeaser, etc.). Their use within the alliance is limited due to the absence of the legal form of the UEU, required by commercial providers. Based on these facts, the members of the UTP team (temporarily) decided to create their own platform for the needs of the pilot call, which will be available through the ulyseus.eu website. The platform was created in cooperation with the Ulyseus Digital Platform in the WordPress environment.



Based on the cooperation within the UTP team, additional documents related to the registration, approval, reporting and evaluation of internships were created. Due to the need for legal verification and formal approval at Alliance level, these materials are provided as recommended/ and supporting documents for the needs of the pilot call.

The members of the UTP team agreed on the frequency of reporting results on the basis of the academic year (status at the end of the academic year, i.e. at the end of August) due to the different organization of the academic year and the different dates of Erasmus+ calls for international mobility for internship. At the same time, the UTP Team agreed on the annual frequency of official renewal of the Traineeship Call at the beginning of the academic year (in September), and additional calls with a higher frequency, depending on the current situation and the possibilities of a particular university.



04

Ulysseus Traineeship Stages



1

Registration

The internship process begins with the registration of stakeholders in the Ulysseus Traineeship Programme platform: Employer Registration: Employers, as training providers, register their identification data on the platform. They fill in the information about the provided training according to pre-set criteria, or they can provide a link to a website where the details of the training are given. Student Registration: Students register information about themselves and their studies at a UEU member university. Subsequently, they can apply for internships registered on the UTP platform.

2

Ulysseus Traineeship Call 2021

The call for the offer of training offers and registration for trainings will be published on the UEU website (www.ulyssseus.eu) and through the UEU media at all member universities.

3

Matching, Contacting & Communication

In this phase of the call, contact and communication takes place between the student and the training provider, during which both parties discuss the course and technical details of the training.

4

Selection of Candidates

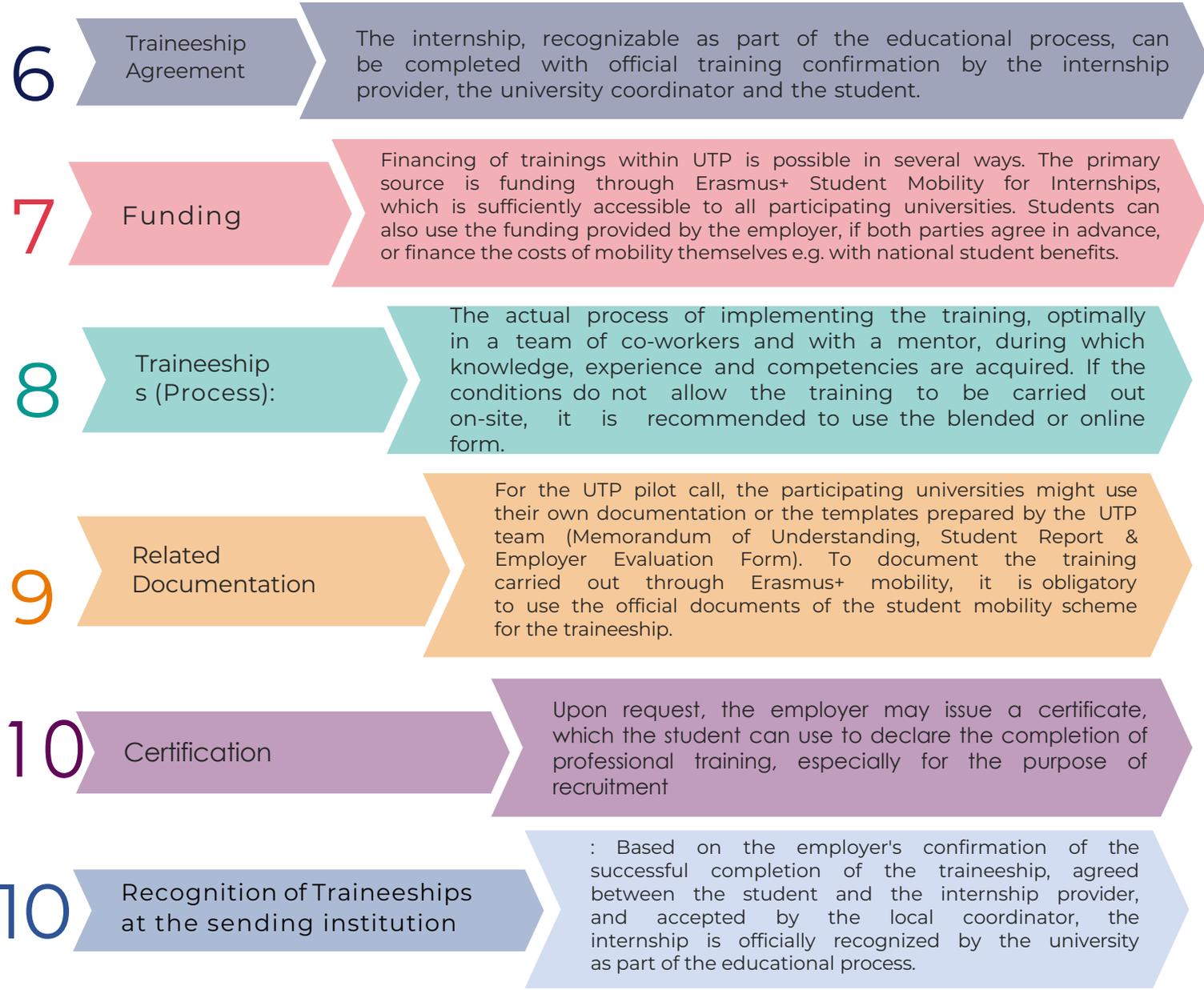
Based on documents and previous communication, employers can choose a candidate who meets their requirements and needs. Based on one offer, the employer can also select several candidates for training.

5

Approval by the Local Coordinators

In the case of a request for recognition of training as part of the educational process, the consent of the local internship coordinator at the home university is required for the content and duration of the traineeship.





- Traineeship Agreement
- Funding
- Traineeships Performance
- Related Documentation
- Certification
- Recognition at the University

The number of credits for trainings will be determined at the level of individual participating universities. The recommended standard for their determination is the use of European Credit Transfer System (ECTS), according to which 1 ECTS is equal to between 25 to 30 hours. The number of credits can vary at different levels of study, as well as in the case of graduates. The exact number of hours could differ from country to country as well. The values also do not include differences in individual forms of training (on-site, remote, hybrid), as well as preparation time, homework and so on.

The great thing about ECTS credits is their versatility: They are used by and accepted by effectively all 48 member countries of the European Higher Education Area (EHEA), and also by many other institutions around the world. And even with other credit systems, a simple conversion between them and ECTS is usually possible (Atack, 2020).

05

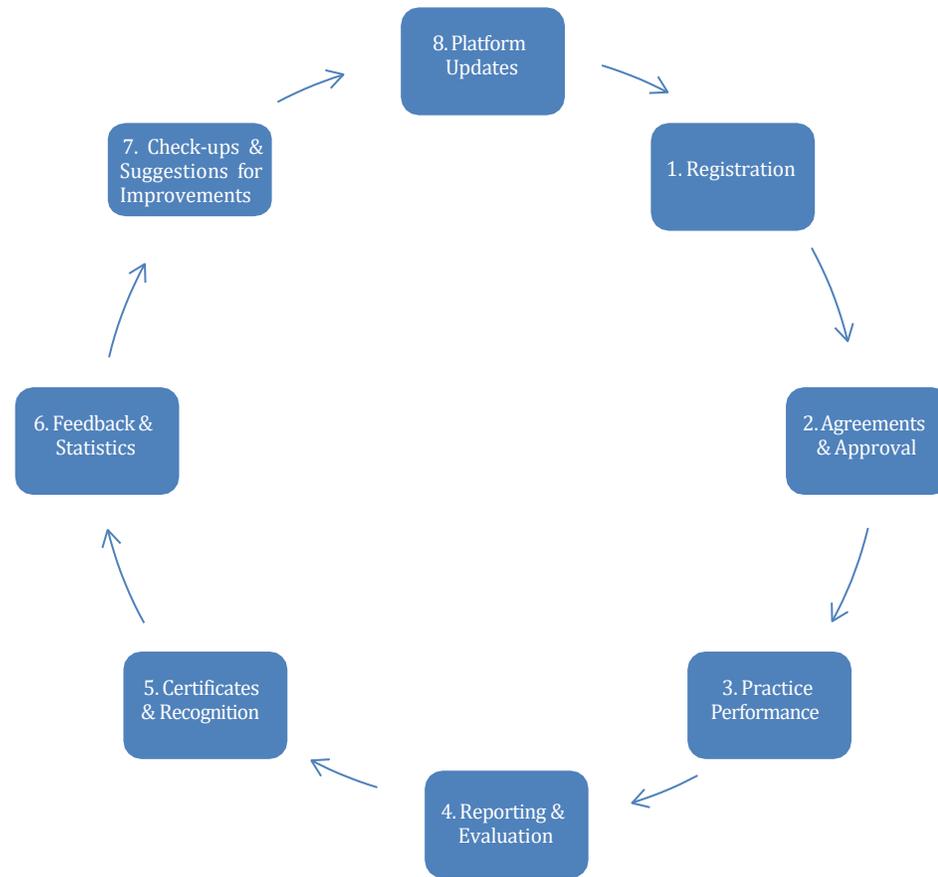
Ulysseus Traineeship Life Cycle



The organization of trainings within the Ulysseus Traineeship Programme is prepared as a cyclical process. This includes, in addition to the actual implementation of trainings, regular controls of individual stages (Registration, Agreements & Approval, Traineeship itself, Reporting & Evaluation, Certification & Recognition), carried out through a questionnaires surveys of participating students, traineeship providers, and other stakeholders.

On the basis of regular evaluation of feedback (Employer Evaluation Form, and Student Evaluation Form), as well as from the results of the Ulysseus Traineeship platform providers, statistical reports will be compiled and based on them, suggestions for improving individual processes will be compiled. These will then be implemented in the form of updates at regular meetings of the UTP team at least once at the end of the academic year.

Traineeship Stages (Source: own processing)



The individual phases of the life cycle can be supplemented and changed in the event of the continuation of the Ulysseus European University project, and the possible extension of the consortium of participating universities by other institutions, according to current stakeholder requirements as well as current legislation.

06

Ulysseus Traineeship Platform



For the needs of the pilot call, the requirements for the traineeship platform parameters were defined on the basis of the requirements of the representatives of the participating universities and the existing registration systems.

For future use, members of the UTP team unanimously recommend the use of a commercial platform at the level of the entire alliance.

Ulyseus Traineeship Platform: Opportunities (Source: own processing)

Ulyseus Traineeship Platform: Post an Opportunity (Source: own processing)

The following list clearly shows the individual parameters and the basic steps of the registration questionnaire for traineeship providers.

1st Step: REGISTRATION

Password (Professional email address, Password, Password Confirmation)

Your professional details (First Name, Last name, Phone number, Address, Post Code, City, Country)

Your profile (Your job title, I am a graduate or a student of the institution, Year of graduation, Terms of Use and the Privacy Policy Agreement)

2nd Step: ADDING OFFERS FOR STUDENTS

Company information

Company:

Industry:

Job Details (Detailed information about offer)

Job Title:

Place(s): (City, country...)

Remote work type (Not specified, Remote work not allowed, Remote work occasionally allowed, Full remote work allowed, Remote work only)

Contract Type (Internship, Full time Position, Fixed-term Position, PhD / Postdoc / Thesis, Graduate Program / Job Rotation Program, Summer Job, Part-time/ Student job)

Job Category (Choose at least one)

Start date (As soon as possible, Specific date)

Archiving date

Application deadline (No deadline, No deadline will be displayed on the job ads. Display a deadline, Display the application deadline to applicants, it will be the same as the archiving date)

Job vacancy language (Choose from the list)

Applications (By email (recommended), On an external website)

07

Supplements: Traineeship Documents



7. SUPPLEMENTS: TRAINEESHIP DOCUMENTS

Due to the different level of organization of internships at member universities, as well as the possibility to use different mobility funding schemes for internships, members of the UTP team prepared a set of working documents to serve as supporting material for the pilot call, supplementing existing documentation at individual universities.

Updates and unification of documents related to the implementation of internships will reflect future developments of the Alliance, legislation and stakeholder requirements.

8.1 Memorandum of Understanding (MoU)

MEMORANDUM OF UNDERSTANDING

between

University Name, Member of the Ulysseus European University and
Company Name

Company Name (hereafter the receiving organisation) and
University Name, member of the European University Alliance Ulysseus (hereafter the university)

hereby establish a Memorandum of Understanding with regards to the Ulysseus Traineeship Program facilitating the receiving organisation acceptance of the university students as trainees.

Part 1. Purpose

With a view to training high-level researcher and practitioners with the skills and knowledge necessary to solve today's global/regional/local challenges, the university has established a traineeship program with the receiving organisation that will further the individual student's education and develop the practical skills he or she will need for his/her future job. Special focus will be given to the R&D challenges of the European University Alliance Ulysseus (Artificial Intelligence; Energy, Transport, Mobility & Smart Cities; Digitalization; Food, Biotechnology & Circular Economy; Ageing & Well Being; Tourism, Arts & Heritage) and support the acquisition of related skills and competences, by the student that participate in the Ulysseus Traineeship Program.

Part 2. Period of Partnership

The period and program of the internship to be engaged in by the student is to be agreed upon by all three parties (the receiving organisation, the university, the student) prior to the commencement of the internship.

Part 3. Content

The content of the Ulysseus Traineeship Program and the way the student will be assigned is to be determined through consultation among all of three parties (the receiving organization, the university, the student).

Part 4. Assigning the Traineeship Mentor

The traineeship mentor at the receiving organisation is to be determined by the receiving organisation.

Part 5. Conditions of Traineeship

The traineeship mentor undertakes to report back to the university on the student's progress over the course of the Ulysseus Traineeship Program. The structure of the report will be provided by the university. The traineeship local coordinator at the university is to monitor the student's progress in terms of how the Ulysseus Traineeship Program fulfils his/her training goals. To this end, the local coordinator undertakes to contact student regularly to observe the student's progress.

Part 6. Evaluation

The trainee must submit a traineeship report to both the receiving organisation mentor and the university local coordinator at the end of the traineeship period.

The traineeship mentor and the university local coordinator are to submit evaluative reports to the university based both on the traineeship report.

Part 7. Expenses

The matter of costs for running the traineeship is to be determined by consultation between the receiving organisation and the university. Students can take advantage of Erasmus + Traineeship Mobility opportunities

Part 8. Accidents Met During the Period of Traineeship

While the student is obliged to take out appropriate student insurance, receiving organisation and the university agree to work together to resolve any problems pertaining to accidents met by the student during the term of the traineeship.

Part 9. Travel Expenses

Payment of travel costs to and from the receiving organisation is, a matter of discretion, to be determined through consultation among the three parties (the receiving organization, the university, the student).

Part 10. Lodgings/Accommodation During the Traineeship Period

The matter of leasing or loaning lodgings/ accommodation to the student during the traineeship period is to be determined through consultation among the three parties (the receiving organisation, the university, the student).

Part 11. Remuneration during the Traineeship Period

The matter of remuneration paid to the student during the period of traineeship is to be agreed upon by the three parties (the receiving organisation, the university, the student).

Part 12. Code of Conduct during the Traineeship Period and Keeping Confidentiality

The receiving organization will sign an Erasmus Traineeship Agreement with the student in which the student declares that he/she undertakes to abide by any employment rules set out by the receiving organisation to facilitate the Ulysseus Traineeship Program; agrees also to follow instructions and accept supervision throughout the traineeship period; agrees to keep strict confidentiality. On no ground is the student to disclose information obtained over the course of the Ulysseus Traineeship Program which is deemed classified by the receiving organisation.

Part 13. Publication of Results

The publication of research or other results gained by the student over the period of his/her research or other work is to take place only after consultation with the university and the receiving organisation.

Part 14. Period of Validity of the Memorandum of Understanding

The Memorandum of Understanding is valid for three years, effective from the date that its signing is concluded by responsible persons of the university and the receiving organization.

Part 15. Termination/Renewal of the Memorandum of Understanding

A period of six months' notice is required in the case when either party (the university, or the receiving organisation) wishes to terminate the agreement established in this Memorandum of Understanding. Any such wish must be expressed in writing. Any decision to renew the agreement must again be agreed upon by both parties, with both parties expressing their desire to continue at least six months prior to the expiration of the period covered by the current Memorandum of Understanding.

Part 16. Others

Additions or amendment to the provision fixed by this Memorandum of Understanding are possible at any time, subject to consultation and agreement between both parties. Two copies of this Memorandum of Understanding are to be prepared, each to be signed by the two parties (the university and the receiving organisation). One copy is to be retained by each party.

For the University

For the Receiving Organization

Name: _____

Name: _____

Position: _____

Position: _____

Date: _____ Date: _____

8.2 Ulysseus Traineeship Agreement

ULYSSEUS EUROPEAN UNIVERSITY

Traineeship Agreement Trainee Information (to be filled by Student)

First Name & Last Name of the Trainee:

Student Identification Number:

Name of the Sending Institution (University, Faculty/Department):

Field of Education & Study Cycle:

Phone & E-Mail Address:

Receiving Organisation/Enterprise Information

Name of the Receiving Organisation/Enterprise:

Sector of the Receiving Organisation/Enterprise:

Address of the Receiving Organization/Enterprise (Street, City, Country, Phone, E-Mail Address, Website):

Traineeship Title:

Form of Traineeship (On-Site/Remote/Hybrid):

Receiving Organisation Mentor (Name & Position):

Start Date & End Date of Traineeship (DD/MM/YYYY): from to

Number of Working Hours per Week:

Programme of the Traineeship:

Learning Outcomes (Knowledge, Skills & Competences to be Acquired):

Local Coordinator Information (to be filled by Local Coordinator) First Name & Last Name:

Affiliation (University, Faculty/Department):

Phone & E-Mail Address:

Report Submission Date:

Accepted by the Local Coordinator:

Required Additions:

Trainee (Name & Signature):

Receiving Organisation Representative (Name & Signature):

Local Coordinator (Name & Signature):

8.3 Ulysseus Traineeship Report

ULYSSEUS EUROPEAN UNIVERSITY

Traineeship Report

First Name & Last Name of the Trainee:

Name of the Sending Institution (University, Faculty/Department):

Name of the Receiving Organisation/Enterprise:

Address of the Receiving Organisation/Enterprise (Street, City, Country, Phone, E-Mail Address, Website):

Sector of the Receiving Organisation/Enterprise:

Start Date & End Date of Traineeship (DD/MM/YYYY):

from to

Form of Traineeship (On-Site/Remote/Hybrid):

Traineeship Title:

Report Content

1. Introduction

2. Description of the Receiving Organisation/Enterprise

3. Detailed Programme of the Traineeship (Including Tasks & Responsibilities Carried by the Trainee)

4. Learning Outcomes (Knowledge; Intellectual & Practical Skills; & Competences Acquired)

5. Challenges Met

6. Impact to Study & Career Plan

7. Appendices References

Date (DD/MM/YYYY) & Place

Signature of the Trainee

8.4 Traineeship Provider Evaluation

ULYSSEUS EUROPEAN UNIVERSITY

Employer Evaluation Form

Name of the Receiving Organisation/Enterprise:

Address of the Receiving Organisation/Enterprise (Street, City, Country, Phone, E-Mail, Website): Form of Traineeship (On-Site/Remote/Hybrid):

First Name & Last Name of the Trainee:

Start Date & End Date of Traineeship (DD/MM/YYYY):

from to

Number of Working Hours per Week:

Tasks:

OVERALL EVALUATION OF THE TRAINEE

	Excellent	Good	Fair	Poor
Attitude towards work:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Customer service skills:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initiative:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments:

Workplace Tutor (First Name & Last Name; & Signature):

Date (DD/MM/YYYY) & Place:

Please return this form to the Local Coordinator (Name & Email Address)

8.5 Ulysseus Student Evaluation Form

ULYSSEUS EUROPEAN UNIVERSITY

Student Evaluation Form

A) INTERNSHIP ORGANIZATION

1. How did you find your internship? (up to three answers possible)

- through the Ulysseus Traineeship Programme
- through study program (e.g. lectures, practical projects, network partners)
- through your University Career Center/ Job Centre, etc.
- through the Alumni network (e.g. guest lectures)
- through the semester I spent abroad (e.g. partner institutions)
- through print media (e.g. advertisements, announcements, career guides)
- via online media (e.g. online job platform, career portal, newsletter, company homepage)
- via social media platforms (e.g. Xing, LinkedIn)
- through personal contacts/networks
- through placement agency
- through an unsolicited application
- Other:

2. What made you choose this business/organization for your internship? (up to three answers possible)

- Proximity to university
- Proximity to hometown
- Payment
- Internship tasks/content
- Appeal of company brand
- Company's success
- Appeal of products/services
- Likelihood of future employment/career opportunities
- International environment
- Innovative strength
- Positive corporate culture
- Work-life balance
- Corporate social responsibility
- Other:

3. How do you evaluate the below services and support provided by Ulysseus European University in organizing your internship?

(very good – rather good – not very good –unsatisfactory –not used)

- Guideline to internship
- Information sessions and internship seminar
- Individual counseling by department representatives
- Online application and approval processes
- Traineeship Platform provided by UEU
- CV check provided by your university
- Counseling and information in the case of an internship abroad (International Relations Office, Erasmus+)
- Other:

B) INTERNSHIP

1. How satisfied were you with your internship in general?

(Very satisfied – Satisfied – Neither satisfied, nor dissatisfied – Somewhat dissatisfied – Dissatisfied)

Make a comment on your choice here: (optional)

2. To what extent were the prior agreements between you and the business/organization regarding, for example, your responsibilities, working hours, and payment observed?

- Completely
- On the whole
- Partly
- To a limited extent
- Not at all

Make a comment on your choice here: (optional)

3. In how far did the internship meet your expectations?

- Completely
- On the whole
- Partly
- To a limited extent
- Not at all

Make a comment on your choice here: (optional)

4. In how far did the internship help you develop or improve the competences listed below? (Greatly – Somewhat – Barely – Not at all)

- **Expertise**

i.e. the completion of tasks typical for this job and the ability to handle matters in line with theoretical requirements.

- **Problem-solving competence**

i.e. a structured, lateral and solution-oriented way of thinking and acting.

- **Implementation of theory into practice**

i.e. ability to apply and put to use theoretical knowledge in a practical setting.

- **Team player**

i.e. ability to find one's role in a team and to productively work with and in various teams.

- **Intercultural competency**

i.e. openness for other cultures.

- **Communication skills**

i.e. ability to communicate in a clear and goal-oriented way, to adapt to different conversation styles and to express oneself adequately verbally and in writing.

- **Self-reflection**

i.e. the ability to reflect one's own actions, to accept criticism and to be willing to learn.

- **Responsibility**

i.e. the ability to take responsibility for one's actions and personal development and to demonstrate initiative and drive.

- **Entrepreneurial spirit**

- i.e. sustainable, future-oriented thinking, proactive behavior and the ability to identify opportunities.

- **Digital competence**

i.e. the ability to manage well common IT systems, to quickly adapt to the use of new media solutions, and to collaborate efficiently in an online environment (e.g. video conferencing, Wikis etc.)

5. To what extent did your colleagues include you in their activities?

- Completely
- On the whole
- Partly
- To a limited extend
- Not at all

Make a comment on your choice here: (optional)

6. How do you evaluate the support provided by the internship supervisor at the business/organization during your internship?

- Excellent
- Good
- Satisfactory
- Sufficient
- Unsatisfactory

Make a comment on your choice here: (optional)

7. How satisfied were you with the internship with respect to the below aspects? (Very satisfied – Satisfied – Neither satisfied, nor dissatisfied – Somewhat dissatisfied – Dissatisfied)

- Working atmosphere
- Quality of support provided by the business/organization
- Learning success
- Tasks/responsibilities
- Appreciation by colleagues
- Appreciation by superiors
- Future career opportunities

8. What further agreements did you conclude with the business/organization upon the completion of your internship? (multiple answers possible)

- We did not make any agreements, and I do not seek to work for the business/organization.
- We did not make any further agreements, but I could imagine working for the business/organization also in future.
- We will be in touch.
- The business/organization already offered me a job.
- (Future) employment is a possibility.
- We have agreed to cooperate on a thesis project.
- I have been permanently employed by the business/organization.
- I will not complete my internship until a few weeks from now and, therefore, we have not yet made any further agreements.
- Other:

9. Would you recommend this internship to other students?

- Yes, definitely
- Most probably
- Maybe
- Probably not
- Definitely not

10. Is there anything you would want future interns of the business/organization to know? (optional)

11. Please list three aspects of your internship which you liked in particular: (three answers required)

1. ...
2. ..
3. ..

12. Please list three aspects of your internship which you did not like so much. (at least one answer required)

1. ...
2. ..
3. ..

C) PRACTICAL RELEVANCE OF STUDY PROGRAM

1. In how far is the knowledge you acquired during your studies applicable to practice?

- Completely
- On the whole
- Partly
- To a limited extend
- Not at all

2. Which class/lecture in your study program do you personally consider particularly beneficial? (required)

3. What additional study content and skills would have assisted you during your internship? (required)

4. What do you consider the most essential learning achievements of the internship? Please reflect on your personal experience and describe the lessons learned. (minimum of 500 words)

08

References



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