Internships Dos and Don'ts

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Abstract

Internships assist college students in better understanding their field of study, career goals, and provide them with career-related experiences that employers seek. The article's purpose is to educate college students on internships Dos and Don'ts that will help them to have a successful experience.

Keywords: Internships, careers, employment.

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INTRODUCTION

If you are a college student, acquiring an internship is beneficial. If you do well on your internship, more opportunities will be open to you. Internships assist college students in better understanding their field of study, career goals, and provide them with career-related experiences that employers seek [1]. An internship often lasts one or two semesters. Having one or more internships on your resume looks great to future employers who may be recruiting you for a full-time position [2].

Here are some Dos and Don'ts for a successful internship

Dos

- Do set specific goals for yourself in every internship. Know what you would like to accomplish with each experience.
- Do attempt to obtain at least one internship during your college years. It is better to finish multiple internships.
- Do expect to be treated professionally. You should always act in a professional manner.
- Do utilize your network of family and friends to the fullest to identify possible internships.
- Do request regular meetings with your internship supervisor.
- Do attempt to achieve the maximum amount of engagement throughout the internship experience as possible.

- Do find a mentor within the organization; this could be your internship supervisor or another manager.
- Do confirm that you finish your internship with new skills, a far better understanding of your field, and tangible accomplishments.
- Do participate in job and career fairs to scout possible internship opportunities.
- Do make certain you have a dynamic cover letter, a superior resume, and polished interviewing techniques.
- Do engage in mock interviews to refine your skills. Many school career centers offer this service free of charge to their students.
- Do send thank you letters to everyone who interviews you -- and everyone who assists you in finding an internship.
- Do enjoy your internship -- regardless if you enjoy the work duties or assignments.
- Do keep in touch with key coworkers from your internships -- and do cultivate them to become a part of your network.
- Do update your résumé with your internship accomplishments. Your résumé should be filled with talking points that can be utilized in future interviews.

Don'ts

- Don't expect all internships to be paid. We wish all of them were, but many are not. A few of the simplest internships might not be paid.

- Don't expect internships to only be handed to you; internships must be earned, like any job.
- Don't pass up opportunities to possess experiences beyond the regular scope of the internship that allow you to find out more about the corporate world or preferred industry.
- Don't be afraid to ask questions. Be hospitable in learning new skills and methodologies.
- Don't forget to take advantage of the career services office at your college -- they typically can match students with internship opportunities.
- Don't ever give up on your internship quest. Follow all possible internship leads.
- Don't burn any bridges -- even if your internship was not what you expected, someone you meet could help you again someday.
- Don't overstep any boundaries. Remember that you are simply an intern and your goal is to discover and provide the maximum amount of value possible.
- Don't forget to find every chance to shine and stand out. That way if there is an employment

opening within the future, you would become the primary person in mind!

If you are curious about finding an internship, please visit a career center website or office for more information on internship opportunities and resources. They have many tools and tips which will assist you in locating an internship.

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