

Preparing for ENG 450

ENG 450 is a requirement for the PTW minor and an option for the PTW certificate

1 Meet with Your PTW Advisor

- Contact your PTW advisor one month prior to registration for the fall, spring, or summer semester in which you want to do the internship.
- Create a Handshake account.
- In the meeting with your PTW advisor, discuss internship interests, requirements & criteria, and next steps.

*We recommend that students take ENG 450 in their junior or senior year after completing a few PTW courses.

2 Apply for Internships

- Make an appointment with Career Services (www.uwlax.edu/aaccs) to review and craft your resume.
- Search for internships on Handshake, Indeed, LinkedIn, Big Shoes Network, and the PTW Facebook page (www.facebook.com/protechwritingatUWL).

3 Get Approval and Enroll

- Notify your PTW advisor when you have accepted an internship.
- Fill out an experience request via Handshake (Handshake > Career Center > Experience Request). You'll need to enter the following info:
 - General Internship
 - 3 credits towards the PTW minor or certificate
 - Faculty advisor is your PTW advisor
 - Site supervisor is your internship supervisor
 - Other info as requested.
- ENG 450 does not fill up as a normal class. Once your experience request has been approved, you will automatically be added.

Internship FAQ

What is the Time Commitment?

- UWL internships require 40 hours of internship work per course credit
- ENG 450 is a 3-credit course = 120 hours at the internship
- Approx. 9-10 hours per week during the semester
- Meet with your advisor for 10-15 minutes every few weeks

What Assignments Will I Submit?

- Two work progress report surveys
- One end-of-semester evaluation of your internship
- Time log to track hours and work
- Your site supervisor will submit a midterm and final evaluation of your internship work

How Will an Internship Help Me?

- Build your portfolio
- Explore career options
- Prepare for the job market
- Learn new skills and technologies
- Write with and for other professionals

What Are Some Internship Examples?

- UWL English Department - Marketing Outreach & Communication Intern
- UWL Career Services - Event Planning Intern
- YMCA - Marketing and Social Media Intern
- Coldwell Banker - Real Estate Marketing Intern
- Gundersen Health - Corporate Communications Intern
- Big Brothers Big Sisters - Communications Intern
- The Game Haus - Content Writer
- Downtown Mainstreet, Inc. - Brand Management Intern
- Allergychoices, Inc. - Communications Intern
- Vendi Advertising - Creative Department Design Intern
- Mississippi Valley Conservancy - Grant Writing and Fundraising Intern
- Organic Valley - Communications Intern
- And more! Talk to your PTW advisor for more ideas.