University of Texas at El Paso
Department of Kinesiology
KIN 4351- Internship in Human Fitness, Performance, Strength & Conditioning
Spring 2022

General Information
Instructor: Matthew Segovia, M.S.
Email: mdsegovia@utep.edu
Office Hours: By appointment – scheduled as needed
Course Textbook: None
Class time: TBD

Course Description
The internship is designed to serve as an opportunity for students in the kinesiology program to gain practical experience in the fields of general health, human performance, or strength and conditioning. Below is an outline of all internship-related assignments that will be submitted over the course of the semester. All assignments should be submitted in either a Microsoft word document, or a pdf format through blackboard.

Course Evaluation
Journal Activity Logs and Timesheets 25 pts ea.
Internship Reflection Paper 50 pts
Evaluation by Agency Supervisor 100 pts
Total 200 pts

Journal Activity logs (2) and Timesheets: Students are expected to keep a daily/weekly journal (with dates and number of hours worked) of activities, duties, learning experiences, and challenges faced during their internship experience. Each day/week should be clearly labeled and distinguishable. Bullet sentences are preferred for logging and discussing your activities, tasks, challenges, etc. This will help both students and the coordinator to see the day-to-day activities in which the student participates. Students are required to complete a minimum of 160 hours of work to complete the internship. Timesheets are not worth any points, but without them you cannot pass the course.
- Journal activity log 1 due by March 12, 2022
- Journal activity log 2 due by May 7, 2022

Internship Reflection Paper: To wrap-up the internship experience, students will write a personal reflection paper summarizing their experience. You should discuss the following in your reflection paper (each of the sections below should be clearly labeled in the format below, with proper numbers and headers):
  - I. Overview: Give a brief overview of the general activities, duties, and responsibilities you participated in for the organization
  - II. Project(s): Discuss the primary project(s) you worked on with the organization (i.e. what was the project, what was the purpose of the project, how did it benefit the organization, what did you learn from the project, etc.)
  - III. Learning: What did you learn (overall) during your internship (i.e. how did you benefit from this experience?)
  - IV. Experience: What were some of the positives and negatives of your experience? What did you like best?
  - V. Preparation: How well prepared were you for the internship? Did your prior coursework help prepare you?
  - VI. Changes: Would you change anything about the internship? Do you have any recommendations for the organization? Do you have any recommendations for the academic program and coursework? (i.e. things you would add, remove, change, etc.)
  - VII. Final Thoughts: Any final thoughts or comments

- Reflection paper due by May 7, 2022
**Evaluation by Agency Supervisor:** This form (below) will be completed by the site supervisor at the end of your experience and should be signed by both the site supervisor and the student. It is hoped that the supervisor and the student will meet to discuss the evaluation in order to provide the student with the opportunity to receive commendation for areas of excellence, and constructive criticism in areas of weakness, that will aid in the student’s growth and career development.

- Final Evaluation due by May 7, 2022

**University Policies and Resources**

**Cheating, Plagiarism, Scholastic Dishonesty, and Student Discipline:** Cheating is obtaining a reward for ability by dishonest means. It is unethical and not acceptable. Plagiarism occurs whenever a student quotes, paraphrases or summarizes another person's work without providing correct citation. Plagiarism occurs whether the work quoted is a book, article, website, reader's guide like Cliffs Notes or SparkNotes, another student's paper, or any other source. An entire essay is fraudulent even if only a single sentence is plagiarized. *Do not submit work under your name that you did not do yourself, ever.* You may not submit work for this class that you did for another class. If you cheated or plagiarized, you will be subject to disciplinary action as stated in the UTEP undergraduate catalog policy.

“Scholastic dishonesty (which includes the attempt of any student to present the work of another as his or her own, or any work which s(he) has not honestly performed, or attempting to pass any examination by improper means) is a serious offense and will subject the student to disciplinary action. The aiding and abetting of a student in any dishonesty is held to be an equally serious offense. All alleged acts of scholastic dishonesty should be reported to the Dean of Students for disposition. It is the Dean of Students’ responsibility to investigate each allegation, dismiss the allegation, or proceed with disciplinary action in a manner which provides the accused student his or her rights of due process.” Refer to [http://www.utep.edu/dos/acadintg.htm](http://www.utep.edu/dos/acadintg.htm) for further information.

UTEP has a site license for [Turnitin.com](http://www.turnitin.com), a plagiarism detection site that you can also use to check your own work for this or other classes to prevent getting in trouble. If you want to test your understanding of plagiarism, take the self-assessment at [http://education.indiana.edu/~frick/plagiarism](http://education.indiana.edu/~frick/plagiarism) or visit [http://www.turnitin.com](http://www.turnitin.com)

When an assignment specifies that you must perform a task individually, asking for your classmates’ help is collusion and thus scholastic dishonesty. Any instances of scholastic dishonesty will be reported to the Dean of Students Office.

**Deadline Policy and Late Assignments:** It is essential that you regularly visit the course schedule and Blackboard website prepared to work. Once a deadline has passed, you can no longer turn in your work for credit.

**Covid-19 Precautions:** Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, so that we can work on appropriate accommodations. If you have tested positive for COVID-19, you are encouraged to report your results to [covidaction@utep.edu](mailto:covidaction@utep.edu), so that the Dean of Students Office can provide you with support and help with communication with your professors. The Student Health Center is equipped to provide COVID 19 testing. The Center for Disease Control and Prevention recommends that people in areas of substantial or high COVID-19 transmission wear face masks when indoors in groups of people. The best way that Miners can take care of Miners is to get the vaccine. If you still need the vaccine, it is widely available in the El Paso area, and will be available at no charge on campus during the first week of classes. For more information about the current rates, testing, and vaccinations, please visit [epstrong.org](http://epstrong.org)

**Students in Need of Assistance:** UTEP seeks to provide reasonable accommodations for all qualified individuals who need accommodations or support for their learning. This university adheres to all applicable federal, state, and local
laws, regulations and guidelines with respect to providing reasonable accommodations as required, affording equal educational opportunity. It is the student’s responsibility to register with the Center for Accommodations and Support Services: [http://sa.utep.edu/cass/](http://sa.utep.edu/cass/) in the UTEP Union Bldg. East Wing, Room 106 within the first two weeks of classes, and inform the faculty member to arrange for appropriate accommodations or support.

The CASS Office can also be reached in the following ways: Web: [http://cass.utep.edu/](http://cass.utep.edu/); Phone: (915) 747-5148 voice or TTY; Fax: (915) 747-8712; E-Mail: cass@utep.edu

**Campus Safety and Emergencies Notifications:** Information Technology at UTEP provides emergency notification via your mobile phone. Visit [http://www.utep.edu/it](http://www.utep.edu/it) for more information and registration. Check the UTEP website for health-related information and updates.

**Blackboard Help:** Students can receive help on blackboard 24/7 by calling 915-747-4357 and selecting option number 2, or by visiting [https://www.utep.edu/technologysupport/ServiceCatalog/Student_Services.html](https://www.utep.edu/technologysupport/ServiceCatalog/Student_Services.html)

**Important Dates:**
- March 14-18 – Spring Break
- March 25 – Cesar Chavez
- April 1 – Drop Deadline
- May 5 – Last day of classes
- May 6 – Dead Day
- May 9-13 – Final Exam week