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ICB – Institute for  
Computer Science and  
Business Information  
Systems



**Chair for Computer  
Science Education  
Research**

Reply – Questionnaire for corporations/institutions which  
offer internships

To whom it may concern,

The professional field placement is a compulsory internship that every future teacher has to complete during their bachelor studies. It has to be served in only of the two selected subjects. During that internship of at least 80 hours, the future computer science teachers should at least experience one of the following areas:

- *Teach contents of computer science*
- *Present contents of computer science in a comprehensible way to a target audience*
- *Design infrastructure or media for computer science education*

We want our students to make valuable experiences for themselves during that internship. Also we would like to ask you as a potential internship partner for a few information. Hence, we'd like to ask you to fill out the attached questionnaire (feel free to include the intern in that process), to sign and stamp it and to send it back to us. Either you can do that via postal or electronic mail. Please find our postal address already in the address field and our e-mail addresses in the information box on the right side.

We kindly thank you for your time and effort to provide an internship. Of course, this questionnaire is not a binding agreement for an internship for either of the participating parties. By sending us back this questionnaire you are not obliged to anything.

Kind regards,

sgn. Prof. Dr. Torsten Brinda

**Date: 07.10.16**

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Tram 107 or 108

until station

„Viehofer Platz“

[www.ddi.wiwi.uni-due.de](http://www.ddi.wiwi.uni-due.de)

## Questionnaire for corporations/institutions which offer internships

### **General information:**

Corporation/institution:

(Name and address):

Please describe shortly the main activity of your corporation/institution:

Area of operations:

Educational institution, adult education

Production of educational media in the area of computer science

IT-company

Other company (please specify industrial sector)

Other (please describe shortly)

Number of employees (ca.):

In case your corporation is qualified for vocational education, what are the jobs you're licensed to train?

Which jobs are you actually training right now and how many apprentices/trainees do you employ at the moment?

In which areas of your corporation/institution could you imagine to employ interns?

**Possible intern activities:**

To get to know your corporation/institution better we'd like you to give us some information about activities that students during their professional field placement could execute. Please check the respective box, according to the amount of possible involvement for interns. Furthermore it would be very helpful for us if you could specify how possible tasks could look like, e.g. documenting the work process, getting involved in the product cycle, taking charge of task X or similar.

This internship is primarily not about interns taking action every time (but can if possible), it is also important to experience different tasks in a certain professional field or institution. Hence, becoming acquainted with certain work processes is a very valuable part of the professional field placement.

<b>For educational institutions or departments concerned with training of employees</b>				
<b>Working processes (not description of intern activities)</b>	<b>Interns. . .</b>			
	can't participate.	can observe and explore, but can't take action.	can participate and take action under guided instruction.	can actively participate in and design parts of the working process.
Teaching in workshops, seminars, training etc. <i>Short description of operational area, if possible:</i>				
Development and conceptual design of workshops, seminars, training etc. <i>Short description of operational area, if possible:</i>				
Development of curricula, assessment of educational needs or evaluation of educational actions <i>Short description of operational area, if possible:</i>				
Other activities <i>Description of operational area:</i>				

<b>For producers of educational media in the area of computer science</b>				
<b>Working processes (not description of intern activities)</b>	<b>Interns. . .</b>			
	can't participate.	can observe and explore, but can't take action.	can participate and take action under guided instruction.	can actively participate in and design parts of the working process.
Copy-editing or editorial activities concerning the design of print media, e.g. school books, journals etc. <i>Short description of operational area, if possible:</i>				
Development and creation of visual or audio material (e.g. podcasts etc.) with relation to computer science <i>Short description of operational area, if possible:</i>				
Design, revision or expansion of digital educational media <i>Short description of operational area, if possible:</i>				
Other activities <i>Description of operational area:</i>				

For other corporations or institutions				
Working processes (not description of intern activities)	Interns. . .			
	can't participate.	can observe and explore, but can't take action.	can participate and take action under guided instruction.	can actively participate in and design parts of the working process.
Technical documentation of information systems <i>Short description of operational area, if possible:</i>				
Other activities <i>Short description of operational area, if possible:</i>				

Contact person for interns:

Surname, first name:

E-mail address:

Telephone number:

This person is also involved in training/educating interns and trainees.

Yes    No

\_\_\_\_\_  
(Date, Signature of contact person)

Official stamp

Intern:

Surname, name

Matriculation number

E-mail address