



IDS 4941 - 0160 (13957) Innovation Academy Internship

Fall 2024 - 4 Credits

INSTRUCTOR: Charlie Cummings

OFFICE LOCATION: 321 Infirmary EMAIL: Charlie@ufl.edu PHONE: 352-294-1785

OFFICE HOURS: Office hours will be held via Zoom meeting. Please email me your availability to make an appointment.

E-LEARNING/ CANVAS WEBSITE: <http://elearning.ufl.edu>

Note: Information on this syllabus is subject to change. Adjustments & revisions will be announced in Canvas and by email.

REQUIRED READINGS (all are posted in Canvas)

Be sure to read the first two articles before our first Professional Development Workshop on August 27th, and ideally before you begin your internship:

- 7 Strategies for a Successful IA Internship
- Making the Most of your Internship
- 11 Rules for Success
- Amazing Career Advice for College Grads from LinkedIn's Billionaire Founder

COURSE DESCRIPTION

The UF Innovation Academy Internship Experience is designed to give IA students opportunities to work on projects with ventures in the greater-Gainesville community during each Fall semester. Interdisciplinary teams of at least 2 students will undertake projects designed by local for-profit companies and non-profit organizations.

These opportunities will include internships with local companies, including both for-profit businesses and non-profit organizations at various stages of development (from nascent startup ventures to well-established corporations). The aim is for the projects to address issues that relate to applying an innovation-mindset not only in one sector (biotechnology, for example) but to offer opportunities that span Arts & Culture, Civil & Human rights, Poverty alleviation & Economic development, Education, Food & Agriculture, Health & Healthcare, Public service & Civic Engagement and Science & Technology.

Students will earn 4 credits of IDS4941. Students will earn letter grades based on their final report and the evaluation surveys completed by the partner venture. Reports will include a detailed explanation of group activities and projects, expected outcomes of internship team activity, and practical experience and strategies learned.



INNOVATION ACADEMY

The goal of the UF Innovation Academy Internship Experience is to challenge students to develop the skills and strategies of successful leaders to innovatively solve social, environmental, and economic problems.

Teams should expect to work approximately 10-20+ hours/week on their IA Internship Project for the duration of the Fall 2024 semester and will present their final report during the first week of December 2024.

COURSE GOALS & OBJECTIVES

By the end of this course students will

- gain “real world” professional work experience
- practice teamwork & collaboration
- network with local entrepreneurs and business & community leaders
- interact with people from diverse backgrounds
- explore areas of interest
- practice effective oral & written communication skills
- gain time management skills and sense of personal responsibility & accountability
- accumulate evidence of own gifts & abilities
- make connections that will lead to future employment

PARTICIPATION

Successful Participation in the IA Internship Experience includes:

- Active Participation with your Team
- Regular Meetings with your Venture Partners
- Attendance & Participation in all 3 Professional Development Workshops
- Completion of the Assigned Readings
- 8 Reflections
- Venture Contract Assignment
- Final Report & Final Report Presentation
- Venture Partner Evaluation



INNOVATION ACADEMY

COURSE EVALUATION

The course requires the completion of a project(s) defined in the Venture Partner Contract. The required course components are weighted as follows:

PARTICIPATION		30%
Reflections (8)	400	
Venture Contract	100	
Professional Development Workshops (3)	300	
Venture Partner Feedback		30%
VP Check-in	50	
VP Final Evaluation	250	
Final Report & Presentation		40%
Final Presentation	100	
Final Presentation Report	100	

All late submissions are subject to an automatic 10%/day penalty.

(Please note: Regardless of the number of points earned, students will not receive a grade of “B- or above” unless they have successfully completed the Venture Contract Assignment, Final Project & Presentation, attended & actively participated in all 3 in-person classes, and have received a positive evaluation from their Venture Partner.)

Grading Scale*

A-	< 94%	to	90%
B+	< 90%	to	87%
B	< 87%	to	84%
B-	< 84%	to	80%
C+	< 80%	to	77%
C	< 77%	to	74%
C-	< 74%	to	70%
D+	< 70%	to	67%
D	< 67%	to	64%
D-	< 64%	to	61%
E	< 61%	to	0%

*Note that a C- is not an acceptable grade for any course in which a 2.0 GPA is required. In IA all courses must be completed with an overall 2.0 GPA in the minor and a cumulative 2.0 UF GPA For additional information on UF grade policies see:

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>



INNOVATION ACADEMY

UF POLICIES:

ACCOMODATIONS FOR STUDENTS WITH DISABILITIES

Students requesting accommodation for disabilities must first register with the Dean of Students Office (<http://www.dso.ufl.edu/drc/>). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive; therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

ACADEMIC HONOR CODE

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code (<https://sccr.dso.ufl.edu/process/honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the course instructor.

TECHNICAL SUPPORT

If you have any technical issues, including issues with Canvas in e-learning please immediately contact the UF Help Desk at helpdesk@ufl.edu; 352-392-HELP (4357) and select option 2; or the UF Help Desk website at: <http://helpdesk.ufl.edu/>

** Any requests for make-ups due to technical issues MUST be accompanied by the ticket number received from LSS when the problem was reported to them. The ticket number will document the time and date of the problem. You MUST e-mail your instructor within 24 hours of the technical difficulty if you wish to request a make-up.

COURSE EVALUATIONS

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/>



INNOVATION ACADEMY

UF CAMPUS RESOURCES:

HEALTH AND WELLNESS

U Matter, We Care:

Your well-being is important to the University of Florida. The U Matter, We Care initiative is committed to creating a culture of care on our campus by encouraging members of our community to look out for one another and to reach out for help if a member of our community is in need. If you or a friend is in distress, place contact umatter@ufl.edu so that the U Matter, We Care Team can reach out to the student in distress. A nighttime and weekend crisis counselor is available by phone at 352 392- 1575. The U Matter, We Care Team can help connect students to the many other helping resources available including, but not limited to, Victim Advocates, Housing staff, and the Counseling and Wellness Center. Please remember that asking for help is a sign of strength. In case of emergency, call 9-1-1.

Counseling and Wellness Center: <https://counseling.ufl.edu>, 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

Sexual Assault Recovery Services (SARS)
Student Health Care Center, 392-1161.

University Police Department, 392-1111 (or 9-1-1 for emergencies). <http://www.police.ufl.edu/>

ACADEMIC RESOURCES

e-Learning technical support, 352-392-4357 (select option 2) or e-mail to Learningsupport@ufl.edu
<http://helpdesk.ufl.edu/>

Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling.
<http://www.crc.ufl.edu/>

Library Support, <http://cms.uflib.ufl.edu/ask> Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring.
<http://teachingcenter.ufl.edu/>

Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers.
<http://writing.ufl.edu/writing-studio/>

Student Complaints Campus: <http://www.sfa.ufl.edu/written-student-complaints/>



INNOVATION ACADEMY

COURSE OUTLINE¹

Always refer to due date and time and location on Canvas, this is just an outline.

August 26	Syllabus and Canvas Quiz
August 27	Professional Development Workshop 1
August 30	Reflection 1
August 30	Venture Contract Due
September 13	Reflection 2
September 27	Reflection 3 – Informational Interview
September 27	VP Check-in
October 11	Reflection 4
October 23	Professional Development Workshop 2
October 25	Reflection 5
November 8	Reflection 6
November 22	Reflection 7
December 3	Reflection 8
December 3	Final Presentation Due in Canvas
December 3	Final Presentation Report Due in Canvas
December 4	Venture Partner Final Evaluation
December 4	Professional Development Workshop 3²

¹Course schedule subject to change at instructor's discretion

²Subject to format change at instructor's discretion