

Instructions for the internship report in the module MHSE 36 “Internship Hydrosociences” at Chair of XY

University/Company:

Water supplier of the city XY

Topic/focus of the internship:

Accounting for water suppliers XY

Lecturer:

Dipl.-Ing. Maria Muster

Internship report

Author:

Name, Surname

Student number:

12345678

Degree course:

MSc-HSE

→ Start new page!

Content

- Briefly introduce the institution where you did your internship (general information, foundation, size, structure, focus of work, expertise, etc.).
- Go into more detail about your field of work. How does it relate to other areas/departments etc. of the institution/company?
- What exactly were your tasks? In the context of which work steps/processes or projects was your contribution helpful?
- What were the results you have achieved? How do you rate the success of your work?
- Finally, please (self-)critically reflect and discuss the following question: To what extent are your previous knowledge from your studies and your expectations of an internship reflected in the experiences / insights / knowledge you gained during the internship?
- Theory vs. practice? → Contradiction or unity?

Organizational matters

- Please note that **before** you start your internship, you need to coordinate with a university lecturer who will receive and evaluate your internship report.
- To register, please use the form available at:
https://tu-dresden.de/bu/umwelt/hydro/ressourcen/dateien/fachrichtung/dateien/formulare_pa/MHSE26_Internship-form.pdf?lang=de
If you have any questions, please contact your supervising university lecturer in good time, i.e. before the deadline.
- The internship report should be submitted to the responsible university lecturer (see below) for assessment approx. 3 weeks after the end of your internship, including a confirmation and short assessment by your internship supervisor. Please discuss any deviations with your responsible university lecturer.
- For the MHSE 36 module, internships of a maximum length of 3 weeks are accepted. Longer or additional internships are possible at any time on the student's own initiative. If necessary, these can also be divided in terms of content (related to the report). However, you should coordinate this in advance with a university lecturer and put it in writing. To do this, you should download another form from the above-mentioned website and fill it out accordingly.
- Always bear the following in mind as well. Some departments in institutions, authorities, companies or corporations are subject to secrecy towards third parties. Please clarify in advance to what extent this could influence your report and find a solution in consultation with your supervisors at the internship and your supervising university lecturer.

Format

- The internship report should consist of 10 to a maximum of 15 pages. (Title page, table of contents or bibliography not included!).
- A table of contents is mandatory, as is a bibliography (if there are citations). If possible, use a professional literature management system such as Zotero or Mendeley to create the bibliography and use "Author (year)" as the citation style.
- Make sure you name your sources correctly.
- The use of photos, graphics or tables to illustrate a matter is explicitly encouraged.
- Tables and figures must be labelled.
- Font - Text: Noto Sans or Arial. Font size 11pt
- Paragraph: Line spacing at least 12 Pt., spacing before: 0 Pt., spacing after 6 Pt.
- Please ensure that the rules for spelling, sentence structure and punctuation are applied correctly throughout (→ final proofreading!).
- Submission printed, double-sided, stapled, as well as *pdf-file and *docx-file.

Material for the report

- own notes, photos, results (as far as publishable!)
- Literature and documents of your internship company
- Publicly available material from own research

Module description

Module number	Module name	Professor in charge
MHSE 36	Internship Hydrosociences	Study Course Coordinator Prof. Hartmann grundwasser@mailbox.tu-dresden.de
Qualification aims	The students are able to execute tasks on their own and to put them into a bigger context. Thereby, they will also acquire basic knowledge of company or institute organisation.	
Contents	The students achieve subject-specific engineering and acquire scientific practice inside or outside of TU Dresden. Therefore, they work for at least 3 weeks e.g. in co-operating research institutes, agencies, water suppliers, associations or consulting offices in Germany or abroad or at an institute of TU Dresden.	
Teaching form	3 weeks of internship and self-study	
Pre-requisite of attendance	Good knowledge in general basics in hydro sciences	
Usage	The module is an optional module for the master course Hydro Science and Engineering whose election mode is regulated under section 27 subsection 3 of the Examination Regulations.	
Pre-requisite to achieve credit points	Successful students have to pass the module exam. The module exam consists of an internship protocol/report (30 hours).	
Credit points and marks	The module earns 5 cr. The module mark is identical to the mark of the written examination.	
Frequency of the module	The module is offered each semester.	
Work load	The work load is 150 hours.	
Duration of the module	The module takes one semester.	