

LT5199: PROFESSIONAL INTERNSHIP

Effective Term

Semester B 2025/26

Part I Course Overview

Course Title

Professional Internship

Subject Code

LT - Linguistics and Translation

Course Number

5199

Academic Unit

Linguistics and Translation (LT)

College/School

College of Liberal Arts and Social Sciences (CH)

Course Duration

Non-standard Duration

Other Course Duration

5-12 weeks

Credit Units

3

Level

P5, P6 - Postgraduate Degree

Medium of Instruction

Other Languages

Other Languages for Medium of Instruction

English on campus; English and/or Chinese as required by individual internship partners

Medium of Assessment

English

Prerequisites

Nil

Precursors

Nil

Equivalent Courses

Nil

Exclusive Courses

Nil

Part II Course Details

Abstract

The internship aims to enable students to apply the knowledge and skills acquired in the professional workplaces and discover for themselves real-life working experience in local, regional, and/or global contexts. The students are expected to demonstrate their problem solving, critical thinking and professional language abilities in their work.

Course Intended Learning Outcomes (CILOs)

CILOs	Weighting (if app.)	DEC-A1	DEC-A2	DEC-A3
1	Review critically information about work ethics and organisational culture of different language-related professions from a wide range of sources.	x	x	x
2	Apply the concepts and theories learnt in the curriculum to complete the professional tasks assigned.	x	x	x
3	Apply effective language communication skills in their role as language professionals.	x	x	x
4	Apply creativity and independence in the real-life work environment with self-discipline, self-direction and self-reflection.	x	x	x
5	Discover good practices in the professional organisations relating to language applications.	x	x	x
6	Evaluate their own work experience in a reflective manner, with reference to academic and/or professional issues and conventions.	x	x	x

A1: Attitude

Develop an attitude of discovery/innovation/creativity, as demonstrated by students possessing a strong sense of curiosity, asking questions actively, challenging assumptions or engaging in inquiry together with teachers.

A2: Ability

Develop the ability/skill needed to discover/innovate/create, as demonstrated by students possessing critical thinking skills to assess ideas, acquiring research skills, synthesizing knowledge across disciplines or applying academic knowledge to real-life problems.

A3: Accomplishments

Demonstrate accomplishment of discovery/innovation/creativity through producing /constructing creative works/new artefacts, effective solutions to real-life problems or new processes.

Learning and Teaching Activities (LTAs)

LTAs	Brief Description	CILO No.	Hours/week (if applicable)
1	Information search & review	Students will engage in discovery and critical analysis of information from a range of sources, including reports, operation instructions, books, articles, Internet, documentaries, and the mass media, to critically review the background, work ethics and organisational culture of different language-related professions.	1, 2, 3, 4, 5
2	Readings	Students will engage in readings on organisational culture, work ethics, work planning, and professional communication, problem solving and critical thinking skills.	1, 2, 5
3	Briefing/training sessions	Students will discover and acquire the work ethics, organisational culture, and professional communication, problem solving and critical thinking skills crucial for succeeding in the workplace.	1, 2, 3, 4, 5, 6
4	Meetings before and during internship	Students will participate in meetings before and during the internship for preparation and discussing issues raised and difficulties at different stages.	1, 2, 3, 4, 5, 6

5	Five to twelve weeks' full-time internship	Students will discover real life working experience in local, regional or international contexts for a period of at least five weeks. Students can gain in-depth and practical understanding of the operations and language applications in the professional contexts and apply creatively the knowledge and skills they have learned from the programme to successfully complete the tasks assigned.	1, 2, 3, 4, 5, 6	
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Assessment Tasks / Activities (ATs)

ATs	CILO No.	Weighting (%)	Remarks ("-" for nil entry)	Allow Use of GenAI?
1	1, 2, 3, 4, 5, 6	30	Students can use GenAI tools to brainstorm, gather information, solve problems, format references, and edit language. Students should give proper acknowledgment to all the content from GenAI tools that they incorporated into the assignment and keep a journal of their GenAI conversations. Students should not present texts generated or translated by GenAI tools as their own original work.	Yes

2	Evaluation from internship on-site supervisor Each intern is assigned an individual on-site supervisor who will coordinate the work, look-after the welfare, and monitor the performance of the student intern. Evaluations by the supervisor will be given to the intern throughout the period accumulating in a formal report at the end. These feedbacks are essential for the intern' s self-improvement and the final course assessment.	2, 3, 4	30	-	No
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3	A final report The student interns will complete a final report which requires them to discuss the organisational culture of the workplace; discuss the cutting edge knowledge and ideas that hit them; analyze how their knowledge acquired in class help them solve problems encountered at work; present the discovery of good practices of the assigned organisation; and propose ideas for self-improvement. The report allows student interns to demonstrate their achievement of the addressed CILOs after completion of the internship. The report is about 3000 words.	1, 2, 3, 4, 5, 6	40	Students can use GenAI tools to brainstorm, gather information, solve problems, format references, and edit language. Students should give proper acknowledgment to all the content from GenAI tools that they incorporated into the assignment and keep a journal of their GenAI conversations. Students should not present texts generated or translated by GenAI tools as their own original work.	Yes
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Continuous Assessment (%)

100

Assessment Rubrics (AR)**Assessment Task**

Two reflection short papers

Criterion

Content of the paper; English writing skills

Pass (P)

(P) Able to reflect on the working experience gained from the internship; Satisfactory presentation.

Failure (F)

(F) Unable to reflect on the working experience gained from the internship; Unsatisfactory presentation.

Assessment Task

Evaluation by on-site supervisor

Criterion

Evaluation marks and feedbacks

Pass (P)

(P) Satisfactory evaluations given by the supervisor.

Failure (F)

(F) Unsatisfactory evaluations given by the supervisor.

Assessment Task

A final report

Criterion

Content of the report; English writing skills

Pass (P)

(P) Able to evaluate how their knowledge and skills acquired in the curriculum help them complete the tasks assigned and solve problems encountered at work;
Able to propose ideas for self-improvement;
Satisfactory presentation

Failure (F)

(F) Unable to evaluate how their knowledge and skills acquired in the curriculum help them complete the tasks assigned and solve problems encountered at work;
Unable to propose ideas for self-improvement;
Unsatisfactory presentation

Part III Other Information

Keyword Syllabus

Language applications in the workplace language communication strategies, work ethics, work planning, work disciplines, organizational culture, organization management, organization policy, division of labour, teamwork, information collection and review reflection, coordination and self-evaluation.

Reading List

Compulsory Readings

Title	
1	Nil

Additional Readings

Title	
1	Nil