

## Internship B: English (H002262)

**Course size** *(nominal values; actual values may depend on programme)*

**Credits 3.0** **Study time 81 h**

### Course offerings and teaching methods in academic year 2024-2025

|          |         |      |                |
|----------|---------|------|----------------|
| A (Year) | English | Gent | work placement |
|----------|---------|------|----------------|

### Lecturers in academic year 2024-2025

|                    |      |                    |
|--------------------|------|--------------------|
| Cockelbergh, Peter | LW22 | staff member       |
| Laire, Delphine    | LW22 | staff member       |
| Vanmarsnille, Lien | LW22 | staff member       |
| Eyckmans, June     | LW22 | lecturer-in-charge |

### Offered in the following programmes in 2024-2025

|  | crdts | offering |
|--|-------|----------|
| <a href="#">Master of Science in Teaching in Languages(main subject Applied Language Studies)</a>                        | 3     | A        |
| <a href="#">Master of Science in Teaching in Languages(main subject Linguistics and Literature)</a>                      | 3     | A        |
| <a href="#">Master of Science in Teaching in Languages (abridged programme)(main subject Applied Language Studies)</a>   | 3     | A        |
| <a href="#">Master of Science in Teaching in Languages (abridged programme)(main subject Linguistics and Literature)</a> | 3     | A        |
| <a href="#">Master of Science in Teaching in Languages (abridged programme)</a>  | 3     | A        |

### Teaching languages

English

### Keywords

educational settings, pre-service training, practice

### Position of the course

This course unit contributes to the realization of the basic competences for teachers and the educational competencies of the educational master program UGent, as included in the training description and concretized in the competence matrix, to be consulted on [www.ugent.be/educatievemaster](http://www.ugent.be/educatievemaster). The internship is in line with the subject matter and the related teaching competence. The learning content of the internship is in line with the professional development of the students in the master program. There is a gradual build up from observing to independently realizing and supervising educational activities, from (relatively) simple to more complex educational situations. Reflection on one's own actions is central to the internship concept.

Over the entire internship, each student must complete at least 40 hours of work placement focused on independently designing and supervising learning processes for a group of learners:

- A minimum of 30h is done in a formal educational setting with a maximum of 8h of parallel classes allowed.
- At least 10h of internship is taken in the relevant subject area for each subject didactic course taken.
- At least 12h of the total internship is completed in the 2nd and/or 3rd grade of secondary education. Only in certain justified cases where no or limited competencies are linked to the subject didactics in secondary education, will deviations from this principle be allowed.
- Students who acquire the required competence in multiple forms of education are expected to teach in 2 forms of education of the SO whereby a proportional distribution over the 2 is the goal.
- Depending on the specifics of the degree program, in addition to an internship in secondary education, there is also the possibility of an internship in an educational or professional

bachelor program, DKO, adult, education, basic education, HB05 and Se-n-Se.

-A maximum of 10 hours of the total internship, depending on the major, can be done in a broader educational setting (company training, youth work, museums, socio-cultural training work, educational internships abroad, etc.) linked to the student's own professional expertise.

When determining the specific internship positions, attention is paid to the diversity of the internship setting in order to acquire the necessary competencies to adequately respond to the challenges of metropolitan contexts, multilingualism, implementation of the Leersteunde decree.

Each Teaching Methodology can, in addition to the above minimum expectations, impose additional requirements on the interpretation/distribution of the internship hours. The content of the internship may also differ depending on the number of internship subjects that a student takes up in relation to a Teaching Methodology.

## Contents

The contents of this internship are linked to the course Teacher Training B. It comprises 1/4 of the compulsory 12 credits.

**Internship B must incorporate 4 hours observation, 10 hours independent realization and guidance of educational learning activities (the teaching itself) and participation in 2 meso-activities.**

Students who carry out an interim teaching assignment during the academic year can attain, under certain conditions, a reduction for their internship:

-the assignment concerns teaching in the 2nd-3rd grade of secondary education (1st grade for Latin and Greek teachers), part-time art education, adult education or a professional bachelor  
-the assignment concerns a course within the specific didactics of this Academic Teacher Education or in the area wherein the student obtains a required proof of competency based on their masters' degree

-a mentor within the school must attend and evaluate at least two lessons taught by the student-teacher (at the beginning and the end of the assignment).

- Internship reduction is granted in proportion to the size, duration and content of the teaching assignment according to a fixed schedule in the internship manual.

Students who take up this internship within the framework of an Educational Master's programme in languages following a bachelor's programme, plan the internship in one phase: the shadow internship in the lesson-free period (January - February).

The shadow internship is planned in one phase. In this period, you observe 4 lessons in your own subject, 6 in other subjects, you participate in 8 teaching hours and teach 10 active lessons. Ideally, you also plan your meso activities in this period as well as your reflection assignments.

In case of unforeseen circumstances, an alternative scenario is agreed upon with the didactic team.

Students taking this internship in the framework of an abbreviated Educational Master programme in languages, plan the internship in consultation with the teaching team.

Please note: students can only start this work placement after they have completed the active lessons in the framework of their A internship for this language.

## Initial competences

You can download the list of prerequisites on [oasis.ugent.be?cursuscode=H002262&taal=en](https://oasis.ugent.be/cursuscode=H002262&taal=en).

This course can only be part of the programme if the credits for the specific didactics have been obtained or if both courses are taken up simultaneously.

## Final competences

- 1 Independently designing a teaching-learning environment
- 2 Realizing real educational contexts in accordance with the vision, knowledge and skills developed in the other course units of the educational master
- 3 Adapt learning objectives, teaching methods and evaluation methods to the initial situation of 1 the target audience.
- 4 Being able to reflect critically on his/her own actions and learning process during and after the internship, either individually or in group.
- 5 Being able to report in a structured way on the work done and the underlying decision process.
- 6 Communicate adequately and clearly with pupils/students, colleagues and parents and be able to professional and deontological attitude.

- 7 Use the Dutch language correctly and appropriately.
- 8 Administer 1st aid when necessary.
- 9 Being able to deal with feedback in a constructive manner.
- 10 Demonstrating appropriate attitudes.
- 11 Knowing the range of tasks of a teacher within an educational context.

#### **Conditions for credit contract**

This course unit cannot be taken via a credit contract

#### **Conditions for exam contract**

This course unit cannot be taken via an exam contract

#### **Teaching methods**

Work placement

#### **Extra information on the teaching methods**

There are intervision moments where students exchange internship experiences. Presence is mandatory.

This course assumes the responsible use of generative artificial intelligence (GAI). The internship manual explains what is meant by this.

For student teachers in an LIO job (= inservice internship), the objectives and competencies are realized through an alternative portfolio path. The assignments are elaborated in a manual. A number of contact moments are provided, as well as a number of compulsory classes and/or seminars and moments of guidance. In addition, LIO students and students with internship reduction at LIO level are obliged to participate in 3 cross-curricular intervisions. A candidate with a LIO job of less than 200 hours (this corresponds to a teaching assignment of less than 5 hours per week) is not admitted to the portfolio route, but may be eligible for a limited internship reduction on an individual basis.

#### **Study material**

Type: Other

Name: Internship documents available on Ufora / STAR

Indicative price: Free or paid by faculty

Optional: no

Additional information: Printing costs possible

#### **References**

#### **Course content-related study coaching**

The supervision of the internship at school is done by the mentor and subject teacher (= the subject mentor) where the student teaches. The guidance relates to the preparation and realization of the lesson. This is the work supervision. The mentor and the subject mentor evaluate the internship according to predetermined criteria laid down in a lesson evaluation document. The guidance and evaluation of the student by the mentor is laid down in an agreement, in which the rights and obligations of the student towards the internship school are formulated. The guidance by the mentor also concerns the ingrowth into the school and the realization of the meso-activities. The internship supervisor (associated with the training, in this case the practice assistant and/or educational supervisor) is responsible for the contacts with the schools, the individual supervision, feedback and guidance (if possible during a visit to the internship school), the coordination, monitoring and guidance of the internship project.

#### **Assessment moments**

continuous assessment

#### **Examination methods in case of periodic assessment during the first examination period**

#### **Examination methods in case of periodic assessment during the second examination period**

#### **Examination methods in case of permanent assessment**

Professional practice, Participation, Assignment

#### **Possibilities of retake in case of permanent assessment**

examination during the second examination period is possible in modified form

#### **Extra information on the examination methods**

A portfolio must be assembled containing the observations, classpreparations, teaching

(Approved)

material, evaluations, etc; evaluation by the mentor, the subject mentor and the mentor guiding the internship, the reports on reflection, the intermediate learning goals determined by the student; a summary containing a reflection on the own learning progress.

Teachers in training (LIO) are evaluated on a permanent base on the basis of the assignments in their portfolio.

#### **Calculation of the examination mark**

The student is assessed on the totality of the evaluations at the various internship sites, encompassing the basic teacher competencies and the language and attitudes components. This gives a total score of 100 points.

Students must be registered on the roll for the educational master's program no later than October 15. Since attendance in the exercises is mandatory, the student must be present from the first lesson of the corresponding subject didactics. Internship classes for which time and location are not communicated to the subject didactics in a timely manner do not apply. LIO students also sign in for the first lesson.

Students who eschew period-specific and/or non-period- specific evaluations will receive an insufficient final grade.

#### **Facilities for Working Students**

Working students are requested to contact the teaching team to discuss the specific situation.