

Internship Badge - Poster Completion Requirements

Complete the indicated requirements below for each section of the poster. Note that some sections require all components to be included while some allow you to select from different options. All required components must be completed to receive credit for the assignment. Remember that you will be required to attend a live poster presentation session to share your poster and discuss your experience. Employers will be in attendance to judge your poster, so please put forth the highest quality effort!

***NOTE:** It is your responsibility to confirm that any company information (logos, data, photos, etc.) used for this poster is done so with permission by your employer.*

Basic Information - All components required

	Name
	Major
	Class Year
	Current Semester
	Company
	Job Title
	Internship Location - If remote, also indicate location you're based out of

Internship Background - All components required

	Description of Company - Provide a general description of the organization you're working for. This can include company type, number of employees, headquarters location, years in business, mission, values, etc.
	Overview of Internship - Provide a brief description of what you do, who you work with, what your primary responsibilities are, etc.
	Specific Task Example - Give details about one specific task or project you have worked on in your internship and why it is significant. If your company allows, you may provide an artifact of the project such as a screenshot, photo, etc.
	S.A.M. Competencies - Discuss how you have developed the career readiness skills of Self & Social Awareness, Critical Thinking/ Problem Solving, and Communication during your internship. Provide specific examples of tasks or projects that have increased your ability in each competency. The core competencies and descriptions can be found at https://walton.uark.edu/student-success/ . (Note that these are also the competencies evaluated by your supervisor at the beginning and end of your internship.)

Career Preparedness - At least 1 component required

	Industry-Specific Skills - Discuss at least 2 specific skills you have developed in your internship that will contribute to your career growth. These can be relevant to a company you're already planning to work for, a focus area of business you're pursuing (e.g., logistics, consumer behavior, etc.), or other specific business skills. Note that the skills highlighted in this section must be industry-specific and will not overlap with the S.A.M. career readiness competencies.
	Future Plans - Provide an overview of your future career plans after the completion of your internship. Examples of questions to ask yourself: Has your internship helped you solidify a specific area of business you wish to pursue? Have you learned a new skill that you plan to build on further? What types of companies/industries will you be interested in working for full-time, and how has your internship helped guide that decision?

Connection to Walton - At least 1 component required

Relevant Coursework - Discuss at least 2 courses that you have completed in the Walton College and how you utilized that knowledge throughout your internship. Provide specific examples of any course materials, projects, assignments, etc. that provided a solid background to be successful.

EPIC Values - Describe your internship experience through the lens of the Walton College's EPIC values of Excellence, Professionalism, Innovation, and Collegialty. Include at least one sentence about each value and how you achieved it through your position. A description of the values can be found at <https://walton.uark.edu/about/mission-vision-history.php>.

Graphic Presentation - All components required

Poster Size - The required size for your printed poster is 36" x 24". To create a poster the correct size, use PowerPoint to create a new slide, then go to the "Design" tab. Select "Slide Size" then "Custom Slide Size" and enter 36 inches for width and 24 inches for height. Conference poster templates can also be accessed at this link: https://www.makesigns.com/SciPosters_Templates.aspx.

Clear Text/Font - All text must be in fonts, colors, and sizes that are easy to read. Bold, italics, and/or underline can be used to emphasize important information.

Use of Headings - Headings should be used to separate sections and help organize information. The reader should not have trouble finding the required content throughout your poster.

Balanced Format - Poster should have a balance of white space, text, and any images/graphics. Huge blocks of text without spacing or line breaks should be avoided.

Appropriate Use of Images/Graphics - Any images, photos, or graphics should be relevant to the subject matter. Avoid overusing images or any being so large that it overwhelms the reader.