

## Off-campus Internship Planning

### Overview of Internship Courses

No.	Course Title	Competency Indicators	Required/Elective	Grade/Semester	Credits	Weekly Hours
1	Internship (I)	Occupational safety and health, company culture and workplace ethics, front/back operations, basic reception phrases	Required	Sophomore / 1st Semester	6	24
2	Internship (II)	Pre-opening preparation, cleaning of areas and equipment, quality control	Required	Sophomore / 2nd Semester	6	24
3	Internship (III)	Site inspection and maintenance, injury treatment procedures, safety and protection	Required	Junior / 1st Semester	6	24
4	Internship (IV)	Operating systems, maintenance of public tools, complaint handling and response	Elective	Junior / 2nd Semester	6	24
5	Internship (V)	Proficiency and mastery of internship work content	Elective	Senior / 1st Semester	6	24

6	Internship (VI)	Responsibility and management of internship work content	Elective	Senior / 2nd Semester	6	24
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#### ☒ Internship (I)

Category	Content	Weeks
Training	Conduct job-specific training and evaluation	2
Observation	Evaluation and feedback from company and school	5
Practical Work I	Company culture and ethics, front/back operations, reception	5
Practical Work II	Understand business operations, report learning progress and adjust	6

#### ☒ Internship (II)

Category	Content	Weeks
Training	Conduct job-specific training and evaluation	2
Observation	Evaluation and feedback from company and school	5
Practical Work I	Pre-opening preparation, area/equipment cleaning, quality control	5
Practical Work II	Understand business operations, report learning progress and adjust	6

#### ☒ Internship (III)

Category	Content	Weeks
Training	Conduct job-specific training and evaluation	2
Observation	Evaluation and feedback from company and school	5
Practical Work I	Site maintenance, injury/illness handling, safety	5
Practical Work II	Understand business operations, report learning progress and adjust	6

#### ☒ Internship (IV)

Category	Content	Weeks
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Training	Conduct job-specific training and evaluation	2
Observation	Evaluation and feedback from company and school	5
Practical Work I	Operating systems, public tool maintenance, complaint handling	5
Practical Work II	Understand business operations, report learning progress and adjust	6

#### ☒ Internship (V)

Category	Content	Weeks
Training	Conduct job-specific training and evaluation	2
Observation	Evaluation and feedback from company and school	5
Practical Work I	Proficiency and mastery of internship work content	5
Practical Work II	Understand business operations, report learning progress and adjust	6

#### ☒ Internship (VI)

Category	Content	Weeks
Training	Conduct job-specific training and evaluation	2
Observation	Evaluation and feedback from company and school	5
Practical Work I	Responsibility and management of internship work content	5
Practical Work II	Understand business operations, report learning progress and adjust	6