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**Artevelde University of Applied Sciences Bachelor in education: primary education**

**CHECKLIST INTERNATIONAL INTERNSHIP ACADEMIC YEAR: 2019-2020**

**Student:**

**Internship-coach :**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Task** | **Deadline** |  | **Document** | **Check** |  |
| **OneDrive-folder** | January 10th |  |  |  | Yes/ No |
| **Email school in host country** | Before leaving for host country | Introduction |  |  | Yes/ No |
| **Email school in host country** | Before leaving for host country | Appointment |  |  | Yes/ No |
| **Weekly roster** | Uploaded/adjusted every week |  | [Roster](https://arteveldehogeschool.instructure.com/courses/6252/files/406931?module_item_id=156527) |  | Yes/ No |
| **Required classes** |  | Marked required classes in roster (yellow) |  |  | Yes/ No |
| **Team-teaching classes** |  | Marked team-teaching classes in roster (orange) |  |  | Yes/ No |
| **Extracurricular activities** | 15th of February[[1]](#footnote-1) |  | [Extra-curricular activities](https://arteveldehogeschool.instructure.com/courses/6252/files/406926?module_item_id=156522) |  | Yes/ No |
| **Task 1: Observation of the school** | 15th of February [[2]](#footnote-2) |  | [Observation of the school](https://arteveldehogeschool.instructure.com/courses/6252/files/406936?module_item_id=156517) |  | Cultural- Religious  Social- Political -Economic – Ethnographic - Climate/ Geography observations relevant to teaching context |
| **Task 2: Observation of the classroom, the group and the teaching practice** | 15th of February[[3]](#footnote-3) |  | [Task 2: Observation of the classroom and the group](https://arteveldehogeschool.instructure.com/courses/6252/files/406935?module_item_id=156516) |  | “ |
| **Task 3: Observation of the individual pupils** | 15th of February[[4]](#footnote-4) |  | [Observation of the individual pupils](https://arteveldehogeschool.instructure.com/courses/6252/files/406934?module_item_id=156518) |  | “ |
| **Task 4: Reflections: reflection 1** | 15th of February |  | [Reflections](https://arteveldehogeschool.instructure.com/courses/6252/files/406932?module_item_id=156519) |  |  |
| **Task 4: Reflections: reflection 2** | 15th of March |  | [Reflections](https://arteveldehogeschool.instructure.com/courses/6252/files/406932?module_item_id=156519) |  |  |
| **Task 4: Reflections: reflection 3** | 15th of April |  | [Reflections](https://arteveldehogeschool.instructure.com/courses/6252/files/406932?module_item_id=156519) |  |  |
| **Task 5: Video** |  | 1 instruction |  |  |  |
| **Task 5: Video** |  | 1 creative class start |  |  |  |
| **Task 5: Video** |  | 1 groupwork |  |  |  |
| **Task 5: Video** |  | 1 team teach moment: |  |  |  |
| **Task 5: Video** |  | self-made didactical material |  |  |  |
| **Task 6: Teacher’s workshop** | 8th/15th of April |  | [Teacher’s workshop on didactics](https://arteveldehogeschool.instructure.com/courses/6252/files/406929?module_item_id=156520) |  |  |
| **Task 7: Extra-curricular activities** | 8th/15th of April |  | [Extra-curricular activities](https://arteveldehogeschool.instructure.com/courses/6252/files/406926?module_item_id=156522) |  |  |
| **Video Conference 1** | Before 1st of March |  |  |  |  |
| **Video Conference 2** | On student’s demand |  |  |  |  |
| **Evaluation form** | 15th of May |  | [Individual evaluation form](https://arteveldehogeschool.instructure.com/courses/6252/files/406927?module_item_id=156526) |  |  |
| **Task 8: Support widening activity** | During final internship in Belgium |  | [Support widening activity](https://arteveldehogeschool.instructure.com/courses/6252/files/406928?module_item_id=156524) |  |  |

1. To be updated during internship [↑](#footnote-ref-1)
2. To be updated during internship [↑](#footnote-ref-2)
3. idem [↑](#footnote-ref-3)
4. idem [↑](#footnote-ref-4)