

# Summary for the Research Internships

## Students

### Overview of the internship process

An internship is an experience that is different for each student, however, there are some things that are to be done by every student. These are:

1. Find an appropriate internship ([course guide](#));
2. Discuss the preliminaries (can be found in the internship guide) with your examiner and/or daily supervisor and agree on supervision;
3. Enrol for the internship via Osiris Cases ([Instructions Osiris Cases](#));
4. Plan your internship and internship-activities together with your examiner and/or daily supervisor\*;
5. Fill out the intake form and [template](#) together with your examiner and/or daily supervisor, stating your examiners and second readers;
6. Submit your internship plan in Osiris Cases;
7. Write two versions of your report;
  - The first version will be emailed to your supervisor and commented upon by them;
  - The second version where the student has implemented the supervisor's comments will be uploaded via <http://thesissubmission.science.ru.nl> and graded by your examiner and second reader.
8. Presenting your findings in the research group.

\*Definitions of an examiner, second reader and daily supervisor

<b>Examiner (first supervisor in Osiris Cases)</b>	<i>(Assistant/Associate) Professor, who is involved in the supervision and guidance of your complete internship and is an examiner associated with the (Medical) Biology programme of the Radboud University (See Guide for Research Internships, Application for an internship and Terminology (see <a href="#">Internship Forms</a>)).</i>
<b>Second reader (second supervisor in Osiris Cases)</b>	<i>An examiner associated with the (Medical) Biology programme of the Radboud University, and who will read and grade your report and presentation (See Guide for Research Internships, Application for an internship and Terminology, (see <a href="#">Internship Forms</a>)).</i>
<b>Daily supervisor (External supervisor in Osiris Cases)</b>	<i>A post-doc, scientific staff member and/or PhD-student involved in the supervision and guidance of your internship.</i>

### Structure of the report

The report for a student's internship should be written individually and should be in a report-form or a form of a scientific paper. The supervisor should tell the student which format to use, but in principle it should contain:

1. A summary;
2. An introduction;
3. A materials and methods section;
4. A results section;
5. A discussion section;
6. A literature list.

## Grading

When you submitted your final report, the responsible examiner will receive online assessment forms for him/herself and for the second reader together with the plagiarism check and a testimonium for grade registration by email. The examiner will grade your internship, presentation and report using the rubric (see [Internship Forms](#)). The second reader will grade your report and presentation using the same rubric ((see [Internship Forms](#))).

Of note, if you performed an external internship, the examiner associated with the (Medical) Biology programme of the Radboud University will be the examiner (See Guide for Research Internships, Application for an internship and Terminology, (see [Internship Forms](#))). Grading of your internship will be done by the examiner in strong cooperation with the (daily) supervisor from the external internship. Moreover, the examiner from (Medical) Biology has to forward the online assessment for the second reader by email.