Syllabus for Economics 195CE
UCLA Center for Community Learning

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ELIGIBILITY

Student must be officially accepted into one of the Economics Majors with junior standing or above, and have completed both Econ 11 and 101.

COURSE DESCRIPTION

This course will provide you with a unique opportunity to apply your economic intuition and better understand basic economic concepts learned in your economics courses through your internship experiences. The course requirements are as follows:

1. Five bi-weekly meetings with the coordinator.
2. Eight weekly journals submitted through course website.
3. One final research paper submitted through course website.
4. One timesheet reporting the internship hours worked, signed by the supervisor.

Your academic credits will be given based on the bi-weekly meetings, weekly journals and the final research project, and not on the work you do for the company. (However, a minimum number of hours are required; and the signed timesheet must be submitted as proof of completion.)

CREDIT UNITS AND GRADING SYSTEM

- Econ 195CE is a 4-credit course, and is graded on a Pass/No Pass basis.
- Students may take no more than 8 total units of Econ 195 during their time at UCLA.
- Students may not retake the course for credit unless they obtain a different internship site. Any prior Economics 195 course must be discussed with the coordinator during the intake meeting.
- Students are required to work a minimum of 80 internship hours per quarter.
- Students may work a maximum of 200 hours per quarter as a matter of UCLA policy.
**GRADING CRITERIA**

Students will receive an automatic No Pass if they fail to complete any one of the following requirements:

- Submit the final paper by Friday of week 10;
- Submit a minimum of eight journals;
- Attend at least five bi-weekly meetings and
- Complete the required number of internship hours and submit the signed timesheet at the end of the quarter.

A Pass grade will be given to students who meet all the requirements for the course, and whose journals and final paper are deemed to be of sufficient quality.

**COURSE REQUIREMENTS**

**A. Weekly Journals**

Journals should be 2-4 pages in length.

The journals should be submitted to the coordinator through the course website as an attachment in Microsoft Word format (use a 12-pt font, double-line spacing, and default margins). Please put your name on the top left corner of the first page. Weekly journals are due by **5:00 pm every Friday**. Journals may be submitted early.

A journal that does not meet these requirements must be made up within a week of the due date. In particular, a journal submitted more than a week after the due date will not be accepted. More than one revision/late journal will result in an automatic NP grade.

The topics of each week’s journal are as follows:

**Week Two: Self-Assessment and Company Description**
1. Why did you choose Economics as your major?
2. Describe your ideal job, relating it to your skills, personality, interests, preferred work environment, etc.
3. Why did you pick this internship? What do you hope to learn from it?
4. What does the company do?
5. What are the main competitors of the company?
6. Name one or two of the biggest challenges the company is facing (at the company- or industry-level).

**Week Three: Current Economic Issues**
1. Choose an article from any reputable newspaper or magazine such as the Wall Street Journal, The Economist or the New York Times regarding a current
economic or political issue. It should be an article that interests you and is relevant to your internship.

2. Outline the major points of the article.

3. Describe the economic concept the article illustrates. Does the author draw any conclusions? Do you agree with these conclusions?

4. Explain why you think this is an important issue.

**Week Four: Work Activities**

1. What are your general responsibilities?

2. What are some of the assignments you have been given?

3. What are some of the things that you have learned from the internship so far?

4. How would you describe the work environment?

**Week Five: Final Paper Ideas**

1. Describe in detail one idea on which you might write your final paper.

2. Explain how that idea would relate to any of the concepts you have encountered in your economics classes.

3. Describe at least two sources from which you might draw information to write your final paper. These should be drawn from the Wall Street Journal, The Economist, the New York Times, or academic literature.

**Week Six: Examining Sources**

1. Choose one of the sources you found for the last journal assignment, or an alternate article, and answer the following questions:

2. What is the major point of its argument?

3. What is the economic concept it illustrates?

4. How will you use this article to support your thesis statement in your final paper?

**Week Seven: Refining the Thesis Statement**

1. Define your thesis question/statement. Please make sure it is concrete, relevant, and answerable.

2. Why is your thesis question/statement interesting and non-trivial? If possible, provide one or two tables or charts that will demonstrate the main problem to be dealt with.

3. Why do you personally want to work on this thesis topic? Relate it to your internship experience, if possible.

**Week Eight: Detailed Paper Outline**

1. Write a detailed outline of each section of your paper. You may use the work you did in previous journals, if relevant.

2. Divide your paper into sections and briefly explain what you will discuss in each section. You may write using bullet points, but do not provide bullet points without explanation.

**Week Nine: Reflection on Internship**

1. What was your original objective in obtaining this internship?

2. How has your internship met your expectations?

3. What are the main things you have learned from the experience?

4. Has the internship helped direct your future career goals?

5. What would you change about the internship if you could?
There is no journal assigned for weeks one and ten. Examples of good thesis topics and paper ideas will be provided in discussions during the bi-weekly meetings.

B. Final Research Paper

The final paper should be submitted to the coordinator through the course website as an attachment in Microsoft Word format (use a 12 pt font, double-line spacing, and default margins). Please put your name on the top left corner of the first page. The final paper is due by **5pm on the last Friday of the quarter**. The final paper may be submitted early.

The following requirements must be observed:

1. The paper should be 8-10 pages in length.

2. The paper must include 5 reputable sources, which include academic journals, reputable newspapers, and reputable news magazines. If in doubt as to whether a source is reputable, please ask the coordinator. Sources should be referenced in footnotes, with full citations listed at the end of the paper. The list of works cited should not be included in the page count of your paper.

3. The topic for your final research paper should apply economic concepts from previous coursework to your internship experiences or career interests.

You are strongly encouraged to start searching for research topics in the early stages of your internship. The final topic will be determined through discussion with the coordinator during bi-weekly meetings. The coordinator will provide guidance and suggestions in the process, but it is your responsibility to find a research topic of your own.

C. Bi-Weekly Meetings

These meetings typically last approximately 20 minutes and are scheduled every half-hour within the posted office hours. You may either call the Center to schedule an appointment, or email cclmeetings@college.ucla.edu. It is your responsibility to make appointments for the meetings and to show up on a regular basis. If you cannot attend the meeting due to any other reason, you should cancel it ahead of time and reschedule it. **Failure to show up on time will result in an automatic NP grade.**

ACADEMIC INTEGRITY

Please be aware that the usual expectations of academic integrity apply to this as all UCLA courses. You must follow these rules:
1. When quoting, use quotation marks and cite the reference, whether verbal or written. When referring to a conversation, it is sufficient to quote as in a newspaper article. Published sources require formal citations.

2. Paraphrasing – using the ideas from an external source, but not the source’s exact words – requires citation, but not quotation.

3. All papers turned in must be original work. This means that you may not turn in a paper to this class that you turned in for another class.

Failure to abide by these rules may result in the involvement of the Dean of Students and punishment as outlined within the UCLA Student Conduct Code.