

Subject Description Form

Subject Code	APSS4301																	
Subject Title	Applied Ageing Studies and Service Management Internship																	
Credit Value	5																	
Level	4																	
Pre-requisite / Co-requisite/ Exclusion	Nil																	
Assessment Methods	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">100% Continuous Assessment</th> <th style="width: 25%;">Individual Assessment</th> <th style="width: 25%;">Group Assessment</th> </tr> </thead> <tbody> <tr> <td>1. Site Supervisor Feedback (Internship evaluation form)</td> <td style="text-align: center;">40%</td> <td style="text-align: center;">-</td> </tr> <tr> <td>2. Mid-term Reflective Journal</td> <td style="text-align: center;">20%</td> <td style="text-align: center;">-</td> </tr> <tr> <td>3. Final Report</td> <td style="text-align: center;">30%</td> <td style="text-align: center;">-</td> </tr> <tr> <td>4. Oral Presentation</td> <td style="text-align: center;">10%</td> <td style="text-align: center;">-</td> </tr> </tbody> </table> <ul style="list-style-type: none"> The grade is calculated according to the percentage assigned; The completion and submission of all component assignments are required for passing the subject; and Student must pass all component(s) if he/she is to pass the subject. 			100% Continuous Assessment	Individual Assessment	Group Assessment	1. Site Supervisor Feedback (Internship evaluation form)	40%	-	2. Mid-term Reflective Journal	20%	-	3. Final Report	30%	-	4. Oral Presentation	10%	-
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Objectives	<p>The objectives of this subject are to enhance students' skills of interacting and communicating with older adults; equip students with relevant practice and work experiences in ageing-related trades, industries and service/practice sectors through Work-Integrated Education (WIE); and to provide opportunities for students to connect classroom theory with workplace applications.</p>																	
Intended Learning Outcomes	<p>Recognizing the value of interdisciplinary collaboration in developing approaches that are centred on the needs of older adults and their families and the ageing society, the proposed programme balances theory and practice to create effective partnerships with community members and agencies.</p> <p>Upon successful completion of the internship, students should be able to:</p> <ol style="list-style-type: none"> a) demonstrate practice competence in real-life working environment of ageing-related service sectors and industries; b) integrate and apply knowledge and practice skills of Applied Ageing and Service Management Studies in real-life practice; c) demonstrate effective communication with older people and other professionals of practice sectors and/or industries; d) gain a better understanding on practical work of ageing-related service sectors and industries so as to prepare for future career development; and 																	

	<p>e) practice personal reflection and self-correction to ensure continual professional development.</p>																																															
<p>Subject Synopsis/ Indicative Syllabus</p>	<p>Under designated supervision, a student is expected to proceed to the following processes to meet the requirements of the internship:</p> <ol style="list-style-type: none"> Select an area of interest out of four main directions (i.e., ageing and social policy, active ageing and health promotion, leadership and management in ageing services and social innovations and entrepreneurship in silver industries); Participate in pre-internship intergenerational mentorship activities; Attend a 3-hour pre-internship workshop and a 7-hour final presentation workshop; Start internship in our relevant partner agencies for WIE, which include government offices, housing society, primary care & rehabilitation clinics, social and community care centres, tourism and recreation agencies, NGOs, social enterprises, silver industries, and so forth); Undertake workplace duties and assignments designed by both on-site supervisor and academic supervisor according to students' career development interests; Interact closely with their on-site and academic supervisors on working and learning activities; Write a reflective journal to report and reflect on working, learning experience as well as observation of organizational structure and culture; and Deliver a presentation and submit a report in the end of the internship. 																																															
<p>Teaching/Learning Methodology</p>	<p>Work-integrated education in ageing-related facilities and/or industries is used to allow students to connect classroom theory with workplace applications under the guidance and supervision of both on-site and academic supervisors.</p>																																															
<p>Assessment Methods in Alignment with Intended Learning Outcomes</p>	<table border="1" data-bbox="448 1339 1469 1816"> <thead> <tr> <th rowspan="2">Specific assessment methods/tasks</th> <th rowspan="2">% weighting</th> <th colspan="5">Intended subject learning outcomes to be assessed (Please tick as appropriate)</th> </tr> <tr> <th>a</th> <th>b</th> <th>c</th> <th>d</th> <th>e</th> </tr> </thead> <tbody> <tr> <td>1. Site Supervisor Feedback (Internship evaluation form)</td> <td>40%</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>2. Mid-term Reflective Journal</td> <td>20%</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>3. Final Report</td> <td>30%</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>4. Oral Presentation</td> <td>10%</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> </tr> <tr> <td>Total</td> <td>100%</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Explanation of the appropriateness of the assessment methods in assessing the intended learning outcomes:</p> <ol style="list-style-type: none"> Students should fulfil the requirement of the pre-internship intergenerational mentorship activities (70% attendance and submit a 300-word reflective journal) before they are allowed to start the agency internship. 	Specific assessment methods/tasks	% weighting	Intended subject learning outcomes to be assessed (Please tick as appropriate)					a	b	c	d	e	1. Site Supervisor Feedback (Internship evaluation form)	40%	✓	✓	✓	✓	✓	2. Mid-term Reflective Journal	20%	✓	✓	✓	✓	✓	3. Final Report	30%	✓	✓	✓	✓	✓	4. Oral Presentation	10%	✓	✓	✓	✓	✓	Total	100%					
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	<p>b. Site supervisor feedback Toward the end of the internship, site supervisors are to complete an evaluation form detailing the student’s performance including adaptation to working culture, work attitude, work competence, work manner, communication ability, learning motivation and integration of knowledge and practice skills;</p> <p>c. Mid-term reflective journal Students are responsible for submitting a reflective journal to the academic supervisor in the middle of the internship. The journal will review and reflect on working, learning experience as well as observation of organizational structure and culture. Self-evaluation, reflect on the challenges and learning opportunities and address expectations for future supervision could also been included. The journal needs to be first signed by the site supervisor as verification that the job duties have been undertaken and then be evaluated by the academic supervisor.</p> <p>d. Final report Students should submit a final report in the end of the internship to demonstrate knowledge and skills learnt from the experience, strategies of integrating knowledge and skills learnt from other subjects in the internship. Students should also demonstrate capacities of critical thinking, innovation, and effective reflection and analysis.</p> <p>e. Oral presentation Students need to prepare and conduct an individual presentation on their work and learning experiences in the end of the internship. Both on-site and academic supervisors will be invited to attend.</p>	
Student Study Effort Expected	Class contact:	
	▪ Direct practice	240 Hrs.
	▪ Pre-internship intergenerational mentorship activities	20 Hrs.
	▪ Internship workshops	10 Hrs.
	Other student study effort:	
	▪ Mid-term reflective journal writing	20 Hrs.
	▪ Final report writing	20 Hrs.
	▪ Oral presentation preparation	10 Hrs.
	Total student study effort	320 Hrs.
Reading List and References	Readings will be recommended by internship supervisors periodically.	