SYLLABUS

This experience is an integral component of the BSPS program within the College of Pharmacy and Pharmaceutical Sciences. Students are required to complete an 8 to 12-week internship at a host institution/company. During the internship students will acquire practical knowledge and hands-on experience in the area of Cosmetic Science and Formulation Design by working at the host site, which can include cosmetic science laboratories, product manufacturers, contract manufacturers, suppliers and regulatory agencies. Students can be involved in a number of activities, varying from formulation, product testing, manufacturing, scale-up, packaging, labeling, customer service, and working with regulatory agencies. The experience will provide the students with an excellent opportunity to work with leaders and leading institutions/companies in the cosmetic industry. They will also gain a contemporary perspective of the principles and concepts discussed and studied through classroom instruction.

While internships will be unique for each student, common as well as experience-specific objectives will be achieved. As part of the internship experience, students will be assigned a specific project by the host site that is of importance to the institution/company and consistent with the student’s major. Projects involve working with a primary preceptor at the host site and will encompass the development, implementation, analysis and presentation of a research or practical problem pertaining to the mission of the institutional environment. All projects will promote learning competencies through a structured process of research and inquiry.
OBJECTIVES

► Objective: Problem definition through literature research, review and analysis
  
  Method: Literature research, precedent identification, review and analysis

► Objective: Experimental design and implementation
  
  Method: Record work flow path(s) and project execution

► Objective: Record keeping
  
  Method: Maintain laboratory or project notebook detailing aspects of work carried out. Details to be recorded include: date of work; contacts made; materials and methods used; data collected, and assessments of raw outcomes.

► Objective: Professional communication
  
  Method: Presentation at the host site reflective of the project’s background/origin, planning and execution, and results/outcomes. In addition, the students will submit a brief abstract/summary of the project for local, regional, or national meeting venues as appropriate.

PERFORMANCE EVALUATION

Students will be evaluated using the “grade only” option. Grades will be determined using on-site preceptor reports, evaluation of the project abstract/summary, presentation and written reports and the project notebooks. The program advisor, with input from the Director of the BSPS Internship and/or Chair of the Pharmacy Practice Department, will assign the grade.

SCHEDULE

► Report to Internship site: Week of May 18-22

► Complete Internship rotation, submit paper: August 7

INSTRUCTORS

Dr. Kenneth S. Alexander, Ph.D.
Dr. Gabriella Baki, Ph.D.
COSMETIC SCIENCE INTERNSHIP EXPERIENCE--SUMMER 2015

-Fall 2015/Spring 2016: See program director for appropriate deadlines-

FORMATTING REQUIREMENTS

- Recommended font and font size: Times New Roman 12 pt
- Double space and justify the text.
- Insert page numbers to your document.

CONTENT REQUIREMENTS

- The first (cover) page shall contain: your name, preceptor site, preceptor’s name at the preceptor site, start and end date of the internship, the name of your report and a 100-word abstract.
- Insert a table of contents to the second page.
- Discuss the following main points in separate sections:
  o Introduction. Summarize the aims of this report in 4-5 sentences.
  o Project. Describe the project/problem(s) assigned during the internship experience.
  o Methodology. Summarize the methodology employed.
  o Discussion. Summarize the results of your project.
  o Conclusion. Briefly summarize the main conclusions.
  o Career skills acquired and impact of this internship experience on your career goals.
  o Rate this practicum experience on a scale of 1-5 (1 = poor; 5 = excellent)
  o Would you consider employment at this site? Why?

Your report must be submitted electronically to the instructors Dr. Kenneth Alexander (Kenneth.Alexander@utoledo.edu) and Dr. Gabriella Baki (Gabriella.Baki@utoledo.edu) by August 7, 2015. Late submissions will not be accepted.