**{Insert Logo or Company Name}**

**OVERVIEW OF INTERNSHIP**

**Cyber Systems Internship Position – (Term 20xx)**

**Template Instructions: Remove all items in blue and replace with your content (in black).**

**Internship Details –** Internship will be a minimum of 12 weeks in length.

Projected Start Date -

Projected End Date -

Projected hours worked per week –

Hourly wage and any additional benefits -

**Company Information -** (Background, Scope of Business, Size, Location)

**Description / Purpose of Internship –**

Include the purpose of your internship and overall description.

**Learning Objectives**

Indicate which of the following Cyber Systems areas will be the focus for this internship.  
Click on the appropriate boxes to indicate which Cyber Systems areas we be addressed during the internship.

**Information Networking and Telecommunications Functions**

Network/telecommunications management best practices or procedures with equipment as well as employees

Scheduling and supervising a new technology or new equipment implementation or discussing the process of implementation

Discussing or designing a small network/telecommunications scenario

Managing and maintaining network/telecommunications projects, equipment or cabling

Troubleshooting a network/telecommunications problem (e.g. equipment failures, wire failures, service provider issues)

Researching and testing new equipment or software solution

Discussions with management involving the development and planning of budgets (e.g. involvement with purchasing new equipment, maintenance contracts, equipment buy-back)

Business action plans for disaster recovery, security, service provider contracts, 10-year plans, and team mission and goals.

Managing relationships with contractors in new construction processes, new equipment installations or remodeling processes as well as wiring and equipment implementations

Security best practices and hands-on experience with equipment (i.e. firewalls, VPN, IDS/IPS).

**Management Information Systems Functions**

Work toward solving a business problem affecting the following areas

Organizational operations

Decision making processes

Quality assurance

Strategic analytics

Exposure to how MIS impacts rapidly changing technologies such as the internet, e-commerce, and business-to-business applications

Extract business intelligence through analytic techniques to support business functional activities

Utilization of data, network and system/web-based software

Systems audit

Management control

Infrastructure, data centers, and data communication

Business, financial, and operations

Specification requirements and design development

Compliance with standards

Software quality assurance

**Computer Science Functions**

Please list here.

**Information Technology Functions**

Please list here.

**Cyber Security Operations Functions**

Please list here.

**Overview of Experiences** -   
Provide an overview of responsibilities and experiences. Include a timeline for the internship period (may not be exact, but approximate amount of time spent in each area).

**Projects**

Projects the intern will be assigned, if known. If not definite, please provide possible examples.

**Additional Experiences**

Indicate experiences that will be part of the internship which may not fit above. May include experiences your company exposes an intern to or that your company requires of interns. Examples might include:

* Weekly review with assigned supervisor
* Company outings
* Training and development opportunities for interns

**Contact Person & Contact Information** –

List the contact person(s) that the University will be working with during the internship experience. Include title, location, email, and telephone number.