ABPL90434 Construction Management Internship

Internship Project Pre-Proposal Guidelines

Student Name and ID:

Project name:

Organisation Name:

Host Supervisor Name:

Prepare a pre-proposal with a maximum of two pages with the following information

1. **Introduction**

The reasons to submit the proposal for the internship project.

Problem/issue and background of the problem and motivations to find a solution

Is it a new project or the development of an existing project?

1. **Your internship project: Description, Goals, Expectations and Objectives for the organisation and the intern**

A description of your internship project

What are the initial goals of the internship project

Expectations of the scope of work, time commitment and quality of work.

Final objectives with clear and tangible targets.

1. **Plan of Action and Timeline (What, How and When)**

What - Propose realists’ tasks to start, develop and conclude

How will the tasks be performed, and what means will be needed?

When – Start date, daily activity in placement, deadlines for each task, writing time, and assignments/deliverables dates (Gantt Chart)

1. **Expected outcomes**

At the end of the project, the expected learning outcomes and contributions to the host supervisor and organisation.

How will the outcomes be measured and qualified

Forward to the subject coordinator