

# Internship Appendix

## Additional Research Report to Allow 4<sup>th</sup>-year Exit from MSc Pathway

The goal of the internship appendix report is to fulfill learning objectives and criteria for a capstone project in the absence of having completed a Final Year Project.

An appendix project requiring a minimum of 160 hours of work is required in order to withdraw early from the 5-year MSC program and graduate after year 4 with a BA (Mod). Details of the appendix project are provided below.

- **Project supervisor:** This will ordinarily be your internship supervisor.
- **Topic:** The appendix project topic will be chosen in consultation with the project supervisor and can be related to work carried out in the internship or a new topic agreed with the project supervisor
- **Requirements:**
  - Total minimum of 160 hours work (equivalent to 4 weeks full-time work)
  - Literature Review (Minimum 1K words)
  - Work committed to Gitlab each applicable day(see details below)
  - Report
    - Appropriate Chapters, a typical example below:
      - Introduction,
      - Literature Review,
      - Methodology,
      - Evaluation,
      - Conclusion
    - Plagiarism declaration form (signed)
    - Final word count, minimum 4K words total
- **Deadlines:**
  - Informing SCSS (all three items below): As soon as possible with **April 30th 2025** as the final cut-off
    - Fill in declaration form (<https://teaching.scss.tcd.ie/wp-content/uploads/sites/10/2025/03/Exit-Declaration-Senior-Sophister.pdf>)
    - Fill in request form (<https://forms.office.com/e/sf4mCQfacL>)
    - Contact project supervisor
  - Submission of Appendix:  
**14th June 2025, 5pm Irish time.**

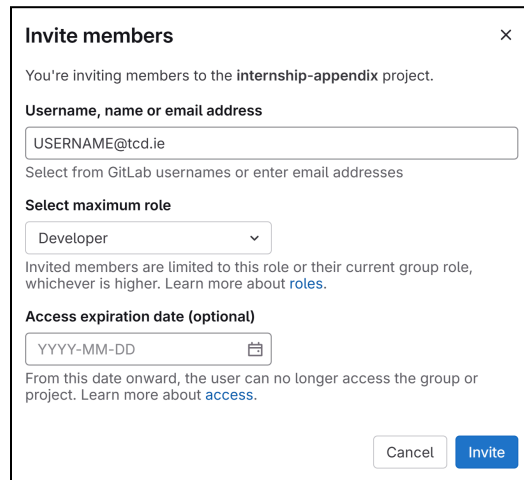
Students should discuss their project topic with their supervisor as early as possible. It is the responsibility of the student to request a meeting with the supervisor to discuss the appendix project. Failure to do so will result in failure to graduate with B.A. (Mod) degree after year 4 (and lead to exit with a 3-year degree qualification). Please contact the internship coordinator, Timothy Savage, if you have further questions.

## Mandatory history in Gitlab repository

- Students are required to commit at least one snapshot of their work per day
  - 5 out of 7 days a week, for instance, Monday to Friday
  - to the School's gitlab server <https://gitlab.scss.tcd.ie/>
- Missing a day of commits will lead to a -5% penalty per day missed.

(Please note that we might update the following instructions.)

- Create a project
  - <https://gitlab.scss.tcd.ie/> > [New Project] > Create Blank Project
  - Project name = internship-appendix
  - Pick a group or namespace = (your SCSS username)
  - Then Project URL is <https://gitlab.scss.tcd.ie/username//internship-appendix>
  - Visibility Level **MUST BE** "Private"
    - Failure to do so might be interpreted as academic misconduct.
  - [Create Project]
- Read access to your supervisor.
  - Open your *internship-appendix* project.
  - Navigation bar on the left > Members > Manage
  - [Invite members]
  - Username, name or email address:
    - If the supervisor has used gitlab before, you will find them in the list.
    - If the supervisor has NOT used gitlab before (and you cannot find them), paste their email address here



Invite members

You're inviting members to the *internship-appendix* project.

Username, name or email address

USERNAME@tcd.ie

Select from GitLab usernames or enter email addresses

Select maximum role

Developer

Invited members are limited to this role or their current group role, whichever is higher. [Learn more about roles.](#)

Access expiration date (optional)

YYYY-MM-DD

From this date onward, the user can no longer access the group or project. [Learn more about access.](#)

Cancel Invite

- Select maximum role
  - Developer
- [Invite]
- Verify with your supervisor that they indeed have access! It might take some time for the invite email to arrive or it might get caught in a spam filter. If it takes too long, ask the supervisor to login at

<https://gitlab.scss.tcd.ie/> and check the URL  
<https://gitlab.scss.tcd.ie/username//internship-appendix>

## Grading

In terms of the overall result of the internship module, the appendix **will replace the Final Report** for the internship. The **Final Report will not be graded** and will not earn any marks. Hence, the weights of individual components will be

- Midterm-Report 40%
- Presentation 10%
- ~~Final Report 50%~~
- Appendix 50%

## Grading Criteria

- Quality of literature review
- Structure
- Presentation
- Quality of the evaluation, critical discussion, reflection, critical thinking

## Examples of Reports

- **State-of-the-art review with critical reflection**
  - A comprehensive literature review of academic research in a specific field.
  - Critical discussion of different approaches, evaluating strengths and weaknesses.
  - Can be based on internship but does not have to be
- **Comparative analysis/evaluation of technologies or methodologies**
  - Empirical: experiments evaluating and comparing different technologies.
  - Example: evaluation of software development tools
  - Example: Benchmarking AI models (e.g., OpenAI GPT-4 vs. alternatives) in terms of quality, cost, and performance.
  - Example: Comparison of an online paid-for GenAI solution vs. a locally-run model.
  - Example: work related to that carried out in the internship
- **Proof-of-concept (minimal technical project) with evaluation**
  - Proposal and/or development of a simple proof-of-concept solution.
  - Examples:
    - based on work completed during an internship or on accessible technologies or
    - involving exploration of a new technique, algorithm, or tool encountered during the internship.
  - Evaluation of feasibility, performance, or impact through experiments.
  - Must include a state-of-the-art review, but shorter than the first example,
  - “State-of-the-art review with critical reflection.”