

# INFORMATION ABOUT THE INTERNSHIP SEMESTER

## BACHELOR ARTIFICIAL INTELLIGENCE

COORDINATOR OF THE INTERNSHIP SEMESTER  
**PROF. DR. PATRICK GLAUNER**

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# GENERAL INFORMATION

The internship semester is an integral part of the study programme. It is supervised by the university and accompanied by courses as per the curriculum. The internships are to be conducted primarily at companies in Germany and abroad in order to gain practical experience in an industrial environment. Students will have the opportunity to get to know different companies in the course of their studies.

The internship semester is regulated by the study and examination regulations for the Bachelor's degree programme in Artificial Intelligence at Deggendorf Institute of Technology (see next page) in conjunction with the general examination regulations of Deggendorf Institute of Technology (Section 10). These regulations must be observed.

## Section 6 Curriculum

- (1) [...]
- (2) The curriculum includes an internship.

## Section 7 Eligibility for the practical study semester and internships

- (1) <sup>1</sup>The fifth semester of the course is intended to be a practical study semester. <sup>2</sup>It comprises at least 20 weeks and consists of an in-company internship, as well as courses accompanying the internship in accordance with the curriculum, which will be conducted as block events at the beginning and/or at the end of the semester. <sup>3</sup>In duly justified exceptional cases, proof of practical activity can be substituted by relevant subject-related practical training. <sup>4</sup>The internship in the practical semester may also be completed abroad.
- (2) Admission to the practical study semester requires a minimum of 70 ECTS credits.
- (3) [...]

## Annex 1 Overview of the modules

### Internship module:

1	2	3	4	5	6
Module no.	Module/Course	SWS	Type of course	Type of examination	ECTS
AIN-25	<b>Internship</b>				
	Internship		PP	PrB	24
	Internship-Accompanying Course 1	2	SU/Ü	ÜbL	3
	Internship-Accompanying Course 2	2	SU/Ü	ÜbL	3
	<b>Total</b>	<b>4</b>			<b>30</b>

Excerpt (Sections 6, 7 and Annex 1) from the study and examination regulations for the Bachelor's programme (Bachelor of Science, B.Sc.) of Artificial Intelligence (AI) at Deggendorf Institute of Technology dated April 15, 2021.

# 1. INTERNSHIP DURATION

You are hereby informed that the minimum internship duration in the training company must not be less than **90 working days<sup>1</sup> (18 full weeks)**. Public holidays, sick days, any recreational leaves or any company holidays shall be excluded from this minimum internship duration. You are responsible for ensuring that this duration is complied with. Combined with the two block weeks of courses accompanying the internship, this results in the required **minimum internship duration of 20 weeks**.

# 2. INTERNSHIP CONTRACT

Before the start of the internship semester, students conclude an internship contract with the training institution. It is important that a professional review of the internship contract is carried out by the coordinator of the internship semester before the contract is concluded.

When submitting the internship contract to the internship coordinator, students must register in the internship management system and enter the required information.

**The complete documents must be submitted no later than two weeks before the start of the internship due to the subsequent screening to be carried out. Applications submitted late will be rejected across the board. The internship cannot then be recognized as an internship semester.**

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<sup>1</sup> Working days can be completed in presence or working from home.

## **3. INTERNSHIP- ACCOMPANYING COURSES (PLV)**

Deggendorf Institute of Technology conducts courses accompanying the internship along with the internship semester. **Four (4) SWS PLV must be successfully completed.** The dates of the PLV blocks will be announced on iLearn in good time. Contents of the blocks will change from time to time. These will also be announced in good time.

## 4. SUCCESSFUL PASSING OF THE INTERNSHIP SEMESTER

### PROOF OF THE FOLLOWING ACHIEVEMENTS AND DOCUMENTS MUST BE SUBMITTED:

**The internship management system can be accessed  
online via**

<https://www.primuss.de/portal-thd>:

- Register in the **internship management system** with the required information before handing in the internship contract to the internship administrator.
- Submit an **internship contract** to the internship coordinator and have it approved by them before the start of internship. If needed, a template is available at <https://www.th-deg.de/en/students/documents#internship>.
- Upload an **internship report** to the internship management system upon completion of the internship.
- Upload the **internship certificate** of the training company to the internship management system with proof of completed **internship duration in working days**. It ought to be a so-called "qualified certificate" attesting the activity and indicating appreciation of the intern.

## 5. INTERNSHIP REPORT

In addition to the cover sheet, the internship report should comprise approx. **10 DIN A4 pages (but no less than 1,500 words)** and be written with a line spacing of 1.5 (**font size 12**) using a word processing programme. It must be submitted online in PDF format - together with the other documents (see item 4) - in the internship management system.

### THE INTERNSHIP REPORT SHOULD HAVE THE FOLLOWING STRUCTURE

- Description of the training company and how you found the job (1-2 pages).
- Detailed progress report of the internship. This should describe the activities you performed as an intern, the knowledge and skills you acquired during your internship and the work results you achieved. General explanations (e.g., what is artificial intelligence, how does a neural network work, etc.) are not desired, but rather a description of what you actually worked on, learned and implemented during the internship (7-8).
- Final assessment of the internship and the training company (1 page).
- The first page of the intern report should contain the following data: Name of the intern, matriculation number, semester, name and address of the internship company, start and end of internship.

## **6. RECOGNITION OF PREVIOUS WORK EXPERIENCE**

The recognition of previous work experience as an internship semester is a case-by-case decision.

However, the previous work experience must in any case correspond in terms of content (focus on artificial intelligence) and methodology (scientific basis) to an internship semester in the 5th semester of the degree programme. This takes into account the special training objective of the degree programme. In addition, only continuous, full-time work experience can be taken into account. This is intended to meet the requirement for in-depth practical and project experience.



## 7. MISCELLANEOUS

### CONTACT DETAILS OF THE INTERNSHIP COORDINATOR

NAME: Prof. Dr. Patrick Glauner  
E-MAIL: [patrick.glauner@th-deg.de](mailto:patrick.glauner@th-deg.de)  
TELEPHONE: +49 991 3615 453  
ADDRESS: Dieter-Görlitz-Platz 1  
94469 Deggendorf

Make an appointment by e-mail.

### INFORMATION

You can complete the internship semester in full only if you have submitted proof of all achievements and documents for successfully passing the internship semester (see item 4).

# APPENDIX

## FIELDS OF ACTIVITY AND INTERNSHIP CONTENT

FOR THE INTERNSHIP SEMESTER OF THE BACHELOR'S  
PROGRAMME IN ARTIFICIAL INTELLIGENCE

<b>MINIMUM INTERNSHIP DURATION</b>	18 weeks
<b>TIMING</b>	5th semester

### 1. PRACTICAL TRAINING

#### TRAINING OBJECTIVE

Contemporary conception, consulting, design and optimisation of artificial intelligence (AI) solutions in practice using modern tools.

#### FIELDS OF ACTIVITY AND INTERNSHIP CONTENT

If possible, the intern should work in **at least two of the following fields of activity**:

- Development, maintenance, adaptation and implementation of software or hardware-based AI solutions.

- Selection, use and customisation of methods, procedures and systems to solve commercial problems using AI.
- Preparations for using AI in companies or in corresponding departments, as well as the analysis of user needs, consultation with users, and designing and implementation of user trainings.
- Planning, preparation and implementation of changes that will result from using AI in the existing processes of a company.
- Analysis of the actual state in a functional area of a company, recording of technical and content-related software requirements for AI, development of requirement profiles and testing and selection of suitable AI solutions and standard software on the market.
- Conducting market surveys and detailed investigations of individual products, designing and programming of individual AI solutions tailored to the specific needs of the user.
- Distribution of hardware and software AI products, supporting and advising customers and users on suitable system configurations and their planning, implementation and use.
- Advising users in the event of technical difficulties or application problems.
- Writing technical documentation or scientific articles.

## 2. INTERNSHIP-ACCOMPANYING COURSES

### AIM OF THE DEGREE PROGRAMME

- **Consolidation** of the knowledge acquired in practice about contemporary conception, consulting, design and optimisation of artificial intelligence (AI) solutions in practice using modern tools.
- **Linking** theory and practice.
- **Reflection** on practical experience.