INTERNSHIP SUGGESTED TASK LIST

Specific areas of emphasis:

Web Design
Database Design
Computer Programming
Computer Networking
Troubleshooting and Fixing Computer Problems
Internet Research and Other Internet Related Activities
Other Information Technology Related Activities/Services

Possible Internship Tasks

1. Developing means for presentation of a client's information, electronically or for print.

2. Planning, developing, and/or managing a client's web site.

3. Planning, developing, and/or managing the organization's databases.

4. Planning, developing, documenting, and/or managing custom computer programs utilized by a client.

5. Planning, developing, and/or managing a client's computer network.

6. Analyzing, diagnosing, and/or fixing computer problems.

7. Maintaining and/or upgrading a client's computer hardware.

8. Maintaining and/or upgrading a client's computer software.

9. Performing Internet research and other Internet related activities for a client.

10. Performing other assigned information technology related activities/services.