BSc (IS Management) Internships Frequently Asked Questions

1. What types of internships satisfy SIS BSc (IS Management) internship requirements?

SIS internships should span a technology area and an industry vertical. This is in support of SIS mission of training its students in technology, industry domain and business context and applications in line with our 3 pillar strategy. Such internships will give our students considerable advantage when it comes to job search.

Note the highlighted items (indicated by 🌟) around the perimeter of the three pillars image shown below. You can do SIS internships related to any of the indicated skill areas.

![Three Pillars Image](image-url)
The following is a sample list of internships that can be pursued:

- Business process modeling leading to requirements modeling and application blue printing
- Requirements modeling
- Application blue printing
- Functional design of enterprise applications
- Detailed design of enterprise applications
- Application development and testing
- Applications deployment
- Applications decommissioning and cut-over
- Technology infrastructure requirements gathering
- Technology infrastructure design
- Technology infrastructure deployment
- Technology infrastructure decommissioning
- Web-based application development
- Information security related application development
- Data management related applications
- Data mining related applications
- Testing of applications
- IT strategy planning
- Business—IT planning and co-ordination
- Computer simulation of business processes
- IT consulting
- IT governance
- IT compliance (including information security)
- IT audit
- Maintenance of network, system, application
- Productivity improvement (using IT/IS) studies
- IS project management
- MIS design and development
- EIS design and development
- TPS design and development
- KMS design and development

2. What are examples of internships that SIS students have done in past years? In what industry sectors did they work? What job roles did they undertake?

To see actual examples of the internship job roles that SIS students have held over the years, look at this table on our SIS Website, **Industry Sectors and Internship Roles**.

SIS students do internships in every single sector of the economy. They also take on an amazingly wide variety of job roles. The strength of their skill base
that fits the industry and good role flexibility is a strong advantage for your BSc (ISM) degree.

Note that nearly all the internship roles listed are exactly the types of experience related to the skill areas indicated in the diagram above. There are some examples of regular business and administrative roles that do not involve any aspect of Information Systems Technology or Management. These roles are only acceptable when they are additional or supplementary internships that are not counted towards the required SIS internship.

3. Does a double degree student have to do an SIS internship?

Yes. For double degree students an internship that covers both areas of study can satisfy the SIS requirements. For example, a student with a double major in marketing can apply their data management or business analytics skills to help a company make better use of business intelligence and analytics in their marketing efforts. Another example would be a student doing a double degree in Accountancy and doing an internship with one of the Big Four Accounting Firms, working on an IT Audit or Quality Assurance related project.

4. Can SIS students work overseas for their internship?

Yes. In fact, we strongly encourage you to seek out overseas internships. Please carefully evaluate whether the internship meets the requirements for SIS internship as discussed above in items #1 and #2.

5. I am building a website for my CCA. Can this be considered as an SIS internship?

No. Internship is a vehicle for you to get experience in an external business organization. This goes beyond mere development of applications or websites. Building a website for your CCA will not give you experience of professional life though we certainly encourage you to use your SIS skills to help CCA groups and other non-profit organizations on a volunteer basis.

6. I am running my own company. Can I count this as an internship?

Simply “running your own company” is not an internship. However, we want to be as supportive as possible to those students who are seriously committed to entrepreneurship.

If you have already started your own company, you can do your internship as part of your company:-

i) The SMU IIE agrees to oversee your internship. The IIE will then follow a rigorous structured process for specifying the “project” and for evaluating your
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performance against the objective of the specified project. It will assign you a boss, an experienced entrepreneur to supervise you and evaluate your performance.

ii) At most, a team of two SMU student co-founders can fulfill their required SIS Internship under this Scheme

Here is our rationale:

An essential requirement of the SMU Internship is to work for a “Boss” and to meet the demanding and sometimes perplexing requirements of an “employer”. This means you need to be strictly accountable to the “employer” and you must deliver what the supervisor requires of you.

There is no compromise on this requirement. It must be fulfilled.

SMU launched the Institute of Innovation and Entrepreneurship (IIE) to demonstrate its commitment to our national initiative to nurture entrepreneurs. SIS supports Entrepreneurship. Some of our students in School will develop their businesses after they graduate while others may choose to work for an established company. In either case, it is a good experience.

7. Why is it essential for me to create a LinkedIn profile before applying for internship?

At SIS we encourage all students to have their own LinkedIn profile to showcase the skills and competencies that they have acquired.

Having the LinkedIn profile will help you establish connections with other professionals, SIS Alumni and SMU Alumni. In your profile you can showcase the projects you have worked in the courses and also other skills or competencies that you have acquired by learning on your own or through some enrichment courses or those gained through prior internship programmes taken.

During interviews for internship, if your employer says something like “you will be part of a software development team to build enterprise web applications” talk them through your LinkedIn profile, focusing on your experience to date in this area and have a frank discussion on your readiness. The same principle applies if they want to assign you to a complicated project management related task.

Your profile is an excellent vehicle for you to reveal to your employer your readiness for a particular type of assignment.

You can keep updating your LinkedIn profile as you progress through the years at SIS and SMU. The updated profile will come in handy when you start
applying for jobs on completing the degree at SMU, and subsequently for your professional career.

8. Is there a way to make my LinkedIn profile available to employer while applying for internship?

You are required to link your LinkedIn account to OnTrac II.

Once the link is made all applications you make through OnTrac will contain a link to your LinkedIn profile.

9. When should I do an internship?

The question is not “when” you should do an internship. The question is what type of partnership should you do at each stage of your development (eg after year 1, after year 2, after year 3)

We encourage you to get as many internship experiences as possible. If you seek an internship after year 1, just make sure it is something within your capability and expertise even at a stretch.

Don’t take a project that is far beyond your skill level. Be realistic. Be totally honest about your skills and experience to date.

If the employer believes you are capable, then it is fine to proceed, no matter how big the challenge of the internship.

10. I am Poly student. I have done several internships. Do I still need to do an SIS internship?

Absolutely yes. No apologies. We have worked with a large number of poly students, and it all boils down to a different set of expectations that employers
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have of an undergrad. They expect a lot more and a wider range of abilities. You will operate more autonomously. There will be more of a sense of “peer-to-peer” professional relationships.

Hundreds of poly students who have entered SIS have been very thankful for the SMU internship experience. The students testify that “It is a totally different experience which requires both greater breadth and depth than a poly student.”

11. Can I do more than 1 internship?

Certainly. Many students do multiple internships. SMU has been extremely fortunate that so many employers partner with SMU.

SIS is constantly feeding internship leads to Career Services specifically for our students. Take advantage of the opportunities.

12. Can I fulfill my internship requirements through a series of short assignments?

To meet the SIS internship requirement, the internship must be IS related and it must be of a minimum 10 weeks continuous duration.

The whole thrill of an internship is to go “end-to-end” on a project, and to see the effort to fruition. You can’t do this by doing short bursts of a week or two on a periodic basis.

However, there is a role for a series of short internship-like efforts after you fulfill your 10 week requirement.

We have had a number of cases where students do a 12 to 15 week internship with a company. Even after this attachment both the company and the student want to keep the effort going, the students could then undertake the role on a part-time basis if his school schedule permits or they could return to the company during the breaks or vacation.

13. Can I do an internship longer than 10 weeks?

Yes. In fact, you are strongly encouraged to do so you can do up to a 16 week internship if you minimize vacation time to only one week. Many students do 12 to 15 week internships. In fact, very few SIS students do only 10 weeks for their internships. It just seems to work out that “interesting projects” require 12 to 15 weeks.

Scenario 1.
If you are completing your internship within your summer vacation i.e. end-April to mid-August
Scenario 2.
If you are doing an extended internship, i.e. part of the internship occurs during Term 1 or Term 2 and you are taking a leave of absence of one term. This happens when a company requires the internship to run for a full six or seven months. For example the internship runs January through July or from June through December. A few companies insist on these extended schemes.

In some cases, the student starts off on a regular internship in the end-April through mid-August time period and things go so well and the project is so important that the company firm wants the student to stretch the experience into an extended internship.

We are supportive of extended internships. At the same time, we insist that you do the proper planning and evaluate the trade-off of missing a school term/delaying your graduation. If you do decide on a leave of absence submit your application early.

If you apply for a leave of absence because of the extended internship, the SIS Dean’s Office will insist that you work out your full-plan for how and when you will complete all of your courses – including those required for your second major – to graduate.

If you request an extended internship, PLAN.

14. Will SMU and SIS make sure that I get an internship?

The whole point of the internship process, starting with identifying and securing the position, is to get you to take ownership of your own career development.

SIS and DKHMCC have put an infrastructure in place to help you with internships Whenever SIS gets internship leads, we funnel them to DKHMCC. Many other companies also come to DKHMCC seeking SMU’s business oriented IT student.

Ultimately, you are always the one responsible to achieve the outcome and successfully completing your internship

A really smart way to achieve this outcome is to work very closely with SMUDato’ Kho Hui Meng Career Centre. Follow their advice and guidance. Abide by their rules. Stick to the commitment you sign off on.

15. What level of complexity is considered to be sufficient for an SIS internship?

There is no simple answer to this. The concept of complexity is itself complex. In an organizational setting getting a seemingly simple thing done can be
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surprisingly complex for a large combination of reasons. Include both technology, organization, people, roles and legacy.

Do your best to convey to your supervisor your enthusiasm, your commitment, your persistence and your willingness to get “down and dirty” and do the gory details and deep micro level stuff as well as all the fun, bigger picture things.

If you do this, it is almost certain that the employer will keep passing challenges your way. If something is not working on either extreme the work is too trivial or you are in way over your head do not panic. CALL DKHMCC. Consult with them. Get their help. They really know how to work with the employers to get things right. They also work with the SIS Dean’s Office to resolve any problems.

16. How much guidance can I expect from my internship sponsor?

Companies sponsor internships to tap on a pool of talents to complement their staff on projects and deliverables. While most companies will assign a supervisor for the internship project, it may be unlikely that the supervisor will hand hold you on your internship. You will often be expected to take charge of your own learning and development. You should be self-reliant and self-motivated.

At the same time, do not be a loner and keep to yourself. Engage with the people around you. Talk to your supervisors and peers about your work on a regular basis. Through these interactions, you will figure out the style in which they want to supervise you. That can range from “Go get it done and only let me know when you are finished” to “Let’s talk every day and fine-tune on a regular basis.

17. Other issues

Pertaining to Course Requirements: SIS
Pertaining to Internship Requirements: DKHMCC