Tips for a Successful Summer Internship

However, you’ve landed a summer internship related to engineering. If not, see our previous article about how to search for an internship and think about a backup plan for how to spend your summer if you’re not able to secure an internship! Here are a few pointers to help you maximize your experience:

**Bring a notebook and pen on your first day, and use it.** Takes notes on everything from processes to directions for using equipment/tools, to people’s names. You will learn a ton of information in the first few weeks of your internship. Taking notes helps you remember what you’re learning and shows your supervisor and colleagues that you take your work seriously.

**Keep a list of your successes.** Write down your internship responsibilities/accomplishments on a weekly basis throughout the summer so that you can quickly update your resume at the end of your internship.

**Ask lots of questions.** Asking questions makes it look like you care about your work and the company! Don’t be afraid to ask for clarification on assignments if you don’t understand what needs to be done. Ask how the projects you work on will contribute to company objectives (which will help when you’re updating your resume at the end of the summer).

**Make an effort to get to know your coworkers.** If your colleagues are all eating lunch together in the break room, join them. When you meet a new person, ask them about what they do or how long they’ve been with the company. Refrain from asking personal questions until you’ve built rapport and gotten to know them professionally.

**Be willing to try new things and be okay with failing.** Internships are meant to help you develop new skills and gain practical experience in engineering. Like any other learning experience, you’ll probably have successes and failures.

**Keep in touch when your internship is over.** Don’t lose those connections you worked so hard to build all summer! Stay in touch with your colleagues from your internship to keep them in your network.

If you haven’t found a summer internship yet, check out UIC Careers for current postings!