



Dear student,

as your *Academic Tutor*, I would like to give you some **advice** regarding the start of your apprenticeship. I hope I'll be able to help you to engage as best as you can in this experience.

You surely received from RAP office a set of documents, useful both at the beginning and the end of the internship. I would like to ask you to look at them carefully, in particular the **evaluation forms** and the internship **final report**. These documents are in fact very important to understand the quality of the internship, and therefore to understand whether the experience offered by the hosting organization was an effective formative opportunity for you.

Pay particular attention to the report, that you will have to write at the end of your apprenticeship and on which the **final interview** will be held. The draft that you received contains, listed in the form of points, all the topics you'll need to deal with when you will write your report. It will need to include useful information for a good understanding of your journey in the organization and how you fitted through the tasks that were assigned to you. It is very important to **focus on the process of the project**, from the methodological point of view, the operative approach and the resources involved in the company, and clarify how you were introduced to it and with what role.

Sometimes the description of the hosting organization happens to be just a plain copy-paste of information found from a website or a catalogue. I would like to ask you instead to make an effort autonomously and to genuinely describe the **peculiarity of your process** in the company/studio from the point of view of the designer.

I'm sure you will engage with reliability in your internship experience and in filling out the needed documents.

See you at the final interview.

Best regards,

Your academic Tutor