

Unit 10 – The value of internships

What interns should know about

to (have to) do grunt work	Interns sometimes have to do grunt work, like organising files or making coffee, before they can take on more meaningful tasks.	Routinearbeiten erledigen (müssen)
to make a good (first) impression	Try to make a good first impression on your first day by dressing formally.	einen guten (ersten) Eindruck hinterlassen
to be a senior manager	Ralf is a senior manager and it's obvious that everyone respects him.	Eine leitende Führungskraft / Bereichsleiter/in sein
to have nice and helpful co-workers	I am so lucky to have nice and helpful co-workers around the office who are my age, we're becoming good friends!	nette und hilfsbereite Kolleginnen / Kollegen haben
to require certain tools and equipment	My job requires certain tools and equipment that are hard to find.	spezielle Werkzeuge und Ausrüstung benötigen
to get first-hand information and advice	Doing an internship means you can get first-hand information and advice from experienced people.	Informationen und Ratschläge aus erster Hand erhalten
to have permission to do something	The intern had permission to leave work early.	die Erlaubnis haben, etwas zu tun
to have duties	You have duties in the company that you should take seriously.	Aufgaben / Pflichten haben
to work in a department	I work in a department that's really social and I like it a lot.	in einer Abteilung arbeiten
to be independent	The company trusted me to be independent and work on my own only two weeks after I started.	unabhängig sein
in one's career field	If you're lucky, you can meet famous people in your career field while you're doing your internship.	im eigenen Berufsfeld

My internship experience

company culture	A good company culture is one that is friendly and professional.	Firmenkultur / Unternehmenskultur
to learn time-management skills	I learned time-management skills during my internship that allow me to finish my work early now.	(sich) Zeit-Managementfähigkeiten aneignen / lernen
to improve one's communication skills	I was able to improve my communication skills during my internship because they had me present my work every week.	die Kommunikationsfähigkeiten verbessern
to work together with others	You need to learn how to work together with others or you won't make it very far in this internship.	mit anderen zusammenarbeiten
to learn problem-solving skills	During my internship, I learned problem-solving skills that are useful anywhere.	Problemlösefähigkeiten (er)lernen
to become more self-confident	Because I could work on my own projects, I became more self-confident in both work and my personal life.	selbstbewusster werden
to be equally important	Aside from finishing your work, it is equally important that you try to chat with people in the office.	gleich wichtig sein, von gleicher Wichtigkeit sein
to get a deeper understanding of something	By the end of your internship, you should have a deeper understanding of the work.	ein tieferes / umfassenderes Verständnis für etwas erlangen / bekommen
to learn through doing and experiencing something in a real-work setting	Internships let you learn through doing and experiencing something in a real-work setting, and for that reason they are priceless.	durch Praxis und Erfahrungen in einer realen Arbeitsumgebung lernen

to need theoretical knowledge and practical skills for a successful career	My boss always says that you need theoretical knowledge and practical skills for a successful career.	theoretisches Wissen und praktische Fähigkeiten für eine erfolgreiche Karriere benötigen
to regret something	You don't want to regret missing out on a good internship, so sign up early.	etwas bedauern / bereuen
to be busy	You should be busy at your internship so you can learn as much as possible.	beschäftigt sein
to socialise with others	Learning how to socialise with others is also part of the internship experience.	mit anderen Kontakt pflegen / Kontakte knüpfen
to be dedicated	If you are dedicated to the work, people will remember you.	engagiert sein
to purchase something	I worked hard and was allowed to purchase something for the construction company; it's a big responsibility!	etwas kaufen
to work in accounting	I worked in accounting for a few years, but I changed to something more active recently.	in der Buchhaltung(sabteilung) arbeiten
to help with warranty and maintenance calls	I was able to help with warranty and maintenance calls; it may not sound fun, but it was really useful.	mit Garantie / Gewährleistung und Wartungsabruf (aus)helfen
to coordinate vendors	Coordinating vendors for my boss was difficult but satisfying.	Veräufner/innen koordinieren
to join the site manager for a meeting	On the last day I joined the site manager for a meeting, I was so excited.	den Bauleiter/die Bauleiterin zu einem Treffen begleiten
Phrasal verbs		
to be involved in	I never want to be involved in politics, it sounds awful.	involviert sein in, beteiligt sein an
to cheer someone up	My coworkers would sometimes bring snacks to cheer me up during stressful days.	jemanden aufheitern
to contribute to	I contributed an article to the local newspaper and I'm really proud of what I wrote.	beitragen zu
to get over something	I finally got over my fear of speaking in meetings.	über etwas hinwegkommen, etwasbewältigen
to look back	When Karen looked back on her years at university, she was really glad she went.	zurückblicken, zurückschauen
to put up with	During my internship, I had to put up with long hours and strict deadlines.	dulden, sich abfinden mit, ertragen
to relate to	I can relate to Sana being nervous on the first day of her internship.	betreffen, sich beziehen auf
to respond to	Sorry I did not have time to respond to your email yet, I will do it today.	antworten auf
to take part in	My favourite part of the internship was taking part in office activities.	teilnehmen, mitmachen, beteiligt sein
to talk to	I enjoy talking to new people, you never know if you'll make a friend.	sprechen mit
Why internships are important for your career		
to find a starting role within a company	If you can find a starting role within a company, even a difficult internship is worth it.	eine Startposition in einer Firma finden
to take the first steps in the working world	Internships allow you to take the first steps in the working world and prepare yourself for success.	die ersten Schritte in der Arbeitswelt machen
to adjust to different work patterns and norms	It takes time to adjust to different work patterns and norms, but it's not that difficult.	sich an verschiedene Arbeitsweisen / Arbeitsmuster und Normen anpassen

to apply classroom knowledge to real-life work situations	You are lucky if you get the chance to apply classroom knowledge to real-work situations, most of what I learned was on the job.	erlerntes Schulwissen in realen Arbeitssituationen anwenden
to sell one's personal brand	Internships allow you to sell your personal brand as a way for people to remember you.	die eigene Person als Marke verkaufen
to get a full-time job later on	If you want to get a full-time job later on, work hard now.	später / zu einem späteren Zeitpunkt eine Vollzeitstelle bekommen
to be someone's mentor	Mr Haynes was my mentor, and he was a fantastic teacher.	jemandes Mentor/in sein
to guide someone through work-related situations	Steve guided Leigh through work-related situations that might have been difficult for her otherwise.	jemanden durch berufsbezogene Situationen begleiten / führen
to open the doors for future employment	If you're lucky, an internship will immediately open the doors for future employment, and you'll easily find a job.	die Türen für zukünftige Arbeitsverhältnisse / Beschäftigung öffnen
to take initiative	If you take initiative and get work done well, your boss may write you a great letter of recommendation.	die Initiative ergreifen
to work in an environment where mistakes are expected	It is healthy to work in an environment where mistakes are expected because it will obviously happen at some point.	in einer Umgebung arbeiten, wo Fehler erwartet werden
to get a head start on one's job search	Colin got a head start on his job search because his internship was so well-regarded.	einen Vorsprung bei der Arbeitsplatzsuche bekommen

The pros and cons of doing an internship

internships look good on one's CV	Internships look good on one's CV, so try to get as many as possible!	Praktika machen einen guten Eindruck auf dem Lebenslauf
it may be hard to build up a relationship with other members of staff	It may be hard to build up a relationship with other members of staff at first, but over time they'll warm up to you.	es könnte schwierig sein, eine Beziehung mit anderen Mitarbeitern/Mitarbeiterinnen aufzubauen
one's role at the company may be confusing	Diana's role at the company may be confusing for her, but she's still doing a great job.	die eigene Rolle in der Firma könnte verwirrend sein
to find out which skills one is lacking	Think of it as a positive thing if you find out which skills you're lacking while doing your internship.	herausfinden, an welchen Fertigkeiten / Fähigkeiten es einem mangelt
to form a network of professionals	If you can form a network of professionals, getting a job in the future will be much easier.	ein Netzwerk von Fachkräften bilden / aufbauen
to gain hands-on experience	She gained hands-on experience, which was a pleasant surprise because she expected to be stuck in an office all day.	praktische Erfahrungen sammeln
to gain real work experience	An internship is not a fake job, you can gain real work experience.	echte / wirkliche Arbeitserfahrung sammeln
to get the chance for personal development	Not everyone gets the chance for personal development when they do an internship, but Amanda learned a lot about herself.	die Möglichkeit zur persönlichen Weiterentwicklung bekommen
to get to know different departments	Thanasis got to know different departments in the office so by the time he left his internship, he could ask for a reference from anyone.	viele verschiedene Abteilungen kennenlernen
to have better job chances	There is no doubt that you will have better job chances after doing an internship.	bessere Berufsaussichten haben

to learn more about one's field of specialisation	If you do not learn more about your field of specialisation, you should not recommend that company as a place to intern.	mehr über das eigene Spezialgebiet lernen
to learn something for life	Even if you don't get a job in the company later, it is almost guaranteed that you will learn something for life.	etwas für's Leben lernen
to not be treated like an equal member of staff	If you are not treated like an equal member of staff, talk to someone you trust about it to seek help.	nicht als gleichwertiges Mitglied des Personals behandelt werden
to not get any payment for the internship	It is sadly common to not get any payment for the internship you worked so hard for.	keine Bezahlung für das Praktikum erhalten
to work on a variety of tasks and projects	Masha's boss allowed her to work on a variety of tasks and projects, which prepared her very well for her career.	an einer Vielzahl von Aufgaben und Projekten arbeiten
to work with a lot of different people	You will work with a lot of different people, but not all of them will be easy to get along with.	mit vielen unterschiedlichen Menschen arbeiten
Describing a product		
to be a great relief	It was a great relief once he was finally able to get the computer working again.	eine große Erleichterung sein
to be adjustable / adaptable	The chair is adjustable for people with bad backs.	anpassbar / anpassungsfähig sein
to be easy to use	Thankfully my computer is easy to use because usually I'm not really good with technology.	einfach zu verwenden / zu benutzen sein
to be efficient to run / maintain	It is efficient to maintain a consistent temperature in your house.	effizient zu betreiben / zu warten sein
to be fragile / breakable	The solar panels are beautiful, but they may be fragile.	brüchig / bruchanfällig sein
to be functional	The bathroom was functional, but not very large.	funktionell / praktisch sein
to be green / sustainable	Daria wants to be green, so she never buys products that contain plastic.	umweltfreundlich / nachhaltig sein
to be heavy / lightweight	This lightweight suitcase is perfect for short trips abroad.	schwer / leicht (aus leichtem Material) sein
to be high-quality	The computer was high-quality, so it could run any video game Nick wanted to play.	von hoher Qualität sein
to be huge	The shirt is huge but it's also really cosy.	riesig sein
to be long-lasting	The material may not be pretty, but it's long-lasting; in fact it will probably last a lifetime!	langlebig / von dauerhafter Beschaffenheit sein
to be multi-functional	The couch is multi-functional, it also has storage space beneath it.	multifunktional sein
to be reasonably priced / expensive / cost-efficient	The drone is reasonably priced, I think I'll get it.	preiswert / teuer / kostengünstig sein
to be reliable	This carpet cleaner is really reliable, it always gets stains out.	zuverlässig / verlässlich sein
to be resistant	The boots are resistant to water so you can wear them anywhere.	widerstandsfähig sein
to be solid	The foundation of the building is solid, ensuring it will stand strong for many years.	fest / stabil sein
to be supportive / convenient	The travel bag my friend bought me is convenient for holding my sneakers and bathroom essentials.	unterstützend / praktisch sein

to be timeless	The car may be old-fashioned to some, but to me it's timeless.	zeitlos sein
to be tough	These socks are so tough, they'll last you ten years.	hart / robust / zäh sein
to be trendy	The trousers are trendy enough, but are you sure about those colours?	modern / modisch sein
to be tried and tested	The recipe book is tried and tested, making it a perfect gift.	ausprobiert und getestet worden sein, erprobt / bewährt sein
to be up-to-the-minute	The phone is up-to-the-minute secure and cannot be hacked.	zeitnah / aktuell sein
to be useful	The bag is useful because it has many pockets.	nützlich / brauchbar sein
to be well-built	It was such a well-built building that it was difficult to tear down.	gut gebaut / kräftig gebaut sein
to be well-constructed	The gym equipment is well-constructed and hasn't needed to be replaced yet.	gut konstruiert / gebaut sein
to be well-designed	I don't care what anyone says, I think <i>IKEA</i> furniture is well-designed.	formschön / gut konzipiert sein