

Davis School District
School-To-Careers
Work-Based Learning

STUDENT INTERNSHIP SKILLS LIST
Photography

Student Name: _____ Business: _____

Transferable Job Skills: *A number of workplace skills are necessary in all career fields. These skills (listed below) should be observed and practiced at all student internship sites. Mentors will evaluate interns on transferable job skills each term.*

- Work Habits and Attitudes
- Technical Skills
- Thinking and Problem Solving Skills
- Communication Competencies
- Interpersonal Effectiveness
- Quality of Work Accomplished
- Dependability & Punctuality
- Appearance and Grooming

Specific Job Skills: *This list is designed to help you learn important skills during your internship period. The column on the left will designate various procedures used in your internship. Each time you observe or participate in a procedure, record the date.*

PROCEDURE OR SKILL	DATE OBSERVED	DATE PARTICIPATED
Black and white filters		
Change backdrops		
Cut Pictures		
Develop pictures		
File orders		
Film Processing		
Laminations		
Light meter		
Mix chemicals		
Observe different lighting techniques		
Preform photo shoot		
Put negatives in sleeves		
Set up photo shoot		
Set up lights for phot shoot		
Touch up photo on computer		

Supervisor Signature _____

Date _____

PROCEDURE OR SKILL	DATE OBSERVED	DATE PARTICIPATED
Construct mental image		
Customer interaction		
Basic 4/portraiture		
Cut film		
Business promotions		
Set up props for phot shoot		
Create photos on the computer		