



Dear M1 students,

Congratulations on completing the M1 course!

Over the summer many of you will complete your required internship. To validate this, you will need to complete 2 assignments in Professional English in M2:

- the Internship Abstract (semester 9)
- the Projet Long Abstract (semester 10).

The Internship Abstract (semester 9)

Your internship experience will be validated in Semester 9 through your production of an Extended Abstract (including a Short Abstract). In order to complete this requirement you:

- will learn how to write a 2-sided (approx. 1000-word) Extended Abstract including a Short Abstract (250-word max.) during your Professional English classes
- will upload the document to Moodle in the last week of Professional English class in December (the link will be provided in class)
- must ensure the document respects both standard format and content criteria outlined in the M2 Professional English course outline (available on Moodle)
- must ensure the Extended Abstract is all your own work and has been thoroughly proofread.

If you are **unable to complete you M1 internship this summer**, or you are a **FISA student**, you are required to write an Extended Abstract on one of the following topics:

- an internship you would have liked to have completed
- a work or research project that you have been or you are currently involved in
- a subject agreed upon with your Professional English teacher

If the details of your internship include **confidential information**, then you **may** request that a confidentiality document (un accord de confidentialité) be signed by you, your directeur de stage, the head of your department, and the M2 English Coordinator (Seán McARDLE).

The Extended Abstract (including a Short Abstract) will also serve as evaluation of your Professional English skills.

The Projet Long Abstract (semester 10)

The Extended Abstract (including Short Abstract) is also a key feature of your final M2 Projet Long defense in Semester 10 when you will be required to:

- submit a **paper** copy of an Extended Abstract (including Short Abstract) on your Projet Long project to the SHS-Professional English jury member on the day of the defense in March
- apply the same Extended Abstract format and content criteria outlined in Semester 9.

Should you wish to get a headstart on the production of these 2 documents, you can consult the resources available on Moodle SHS Professional English M2:

<http://moodle-n7.inp-toulouse.fr/course/index.php?categoryid=42>

Best regards,
The Professional English Team