

# Internship Learning Agreement

Dear Phillip,


MAKESafe Tools, Inc. is pleased to offer you an internship. For the sake of clarity and completeness, this internship will be guided by the following:

1. **Learning Goals:** In recognition of our previous teacher-student relationship, the goal of this internship is to provide an effective experiential learning environment to further develop your personal and academic interests. Based on our conversations, and our discussions of your other coursework, these learning goals include but are not limited to those listed below:
  - The effective use of microcontrollers and other automated electrical or computer processes to collect and analyze data.
  - The study and design of electrical interfaces between microcontrollers and various sensors.
  - Electrical and computer engineering.
  - The theory and practice of working with power electronics and motors.
  - Printed circuit board design and assembly.
  - Product development and other common business practices and methods.
2. **Job Description:** A significant part of your work will be focused on research and experimentation. This will include guided scoping of a project, project planning, testing and research, as well as project documentation. Other parts of your work will be determined based on your skills and interests on site. Projects may include:
  - Research and testing motor fault conditions.
  - The design of various test fixtures and interface devices.
3. **Site Supervision and Evaluation:** Your work and learning will be supervised by Scott Swaaley, Founder and CEO of MAKESafe Tools. Regular feedback and evaluation will be provided based on project performance and other learning opportunities. While your overall work will be supervised, your daily activities will often be done without direct supervision.
4. **Communicating Concerns:** Both parties commit to a policy of open communication, understanding, and professional support. As such, we will communicate any concerns in a timely manner and give the other party a reasonable opportunity to address any concern.
5. **Terminating the Agreement:** Except under special circumstances, any party who seeks to terminate this agreement will provide 15 days notice to the other party.
6. **Work Site:** MAKESafe Tools is based out of the home of Scott Swaaley, with approximately 1,000 square ft. allocated for use by MAKESafe Tools, including: a mechanical fabrication shop, an electrical lab, and office space. Most of your work will be performed onsite. MAKESafe Tools will make all reasonable efforts to provide a professional learning and work space in this context and you will respect any stated

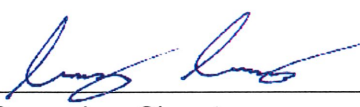
boundaries and communicate any concerns in a timely manner. Remote work may also occur and can be arranged on a case-by-case basis with your supervisor. Scott Swaaley is the only employee of MAKESafe Tools though other interns and collaborators may be intermittently on site. This primary worksite has two dogs in residence.

7. **Time & Dates:** The first day of the internship will be May 20, 2019 and the last day will be August 16, 2019. Work times are inherently flexible but should always be communicated and mutually agreed upon in advance. Any necessary schedule adjustments will be made to work around public transit schedules, academic commitments, and your supervisors schedule. The generally agreed on commitment of time will be 20 hours per week for the duration of the internship.
8. **Compensation:** As an intern, you will not be a MAKESafe Tools employee. Therefore, you will not receive a salary, wages, or other compensation. In addition, you will not be eligible for any benefits that the Company offers its employees, including, but not limited to, health benefits, holiday pay, vacation pay, sick leave, retirement benefits, or participation in the Company's 401(k) plan.
9. **Safety:** Your projects will include working with mains voltages, rotating machinery, and other industrial equipment, all of which can cause severe injury or death. You will be trained to work with equipment safely and are expected to treat your personal safety and the safety of those around you as your primary job responsibility. As part of this commitment, you agree that you will advise your supervisor, and may decline to participate in, any undertaking for which you are not confident or you are not qualified to perform.
10. **Other Work:** I understand that I may be asked to perform useful activities in the office area, but that I will not be used as an unpaid laborer to perform the work routines ordinarily performed by paid staff.
11. **Confidentiality:** During your internship, you may have access to confidential, proprietary, and/or trade secret information belonging to MAKESafe Tools. You agree that you will keep all of this information strictly confidential and refrain from using it for your own purposes or from disclosing it to anyone outside the company. In addition, you agree that, upon conclusion of the internship, you will immediately return to the company all of its property, equipment, and documents, including electronically stored information.
12. **Intellectual Property:** Any intellectual property you may develop while performing internship duties are hereby assigned to and vest in MAKESafe Tools, Inc. immediately as created; and MAKESafe Tools, Inc. owns and retains all rights at all times to this intellectual property.
13. **Recognition:** In the event that your work in this internship meaningfully contributes to a work that is published or otherwise made public, your name may be included as a contributor. This attribution is strictly in recognition of your contribution and intended to support your continued educational goals. All Intellectual property will still be retained by MAKESafe Tools, Inc.


By signing below, both the Student (Intern) and the Supervisor (Internship Provider) confirm that they have discussed these items to their satisfaction and are in complete agreement on the terms outlined above.

<b>I have read and I understand this Learning Agreement Form.</b>	
Phillip Steiner	
Student Name	
	
Student Signature	5/1/19
	Date

<b>I have read and I understand this Learning Agreement Form.</b>	
	
Supervisor Signature	04/29/2019
	Date
Founder & CEO	
Supervisor Title	

Additionally, by signing below, the designated faculty member or university representative confirms that they have discussed these items to their satisfaction and are in complete agreement on the terms outlined above.

<b>I have read and I understand this Learning Agreement Form.</b>	
Loyola Marymount University	
University Name	
Barbara Marino	
Faculty or University Representative Name	
	
Faculty or University Representative Signature	5/1/2019
	Date

Please provide a copy of your signed, completed learning agreement to your faculty or university representative and your site supervisor (and keep a copy for yourself).