

SCIENCE AND TECHNOLOGY

NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

FACULTY OF COMMUNICATION INFORMATION SCIENCE

DEPARTMENT OF RECORDS AND ARCHIVES MANAGEMENT

INTERNSHIP PROGRAMME IN THE DEPARTMENT OF RECORDS AND ARCHIVES
MANAGEMENT AT THE NATIONAL UNIVERSITY OF SCIENCE AND
TECHNOLOGY

BY

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A RESEARCH PROJECT SUBMITTED TO THE NATIONAL UNIVERSITY OF
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ABSTRACT

This study investigated the internship programme in the Department of Records and Archives Management at the National University of Science and Technology. The study mainly focused on the challenges that students faced whilst on industrial attachment. The objectives of the study were to find out how the internship programme is being administered in the Department, to identify the factors that affect the internship programme of the students, academic and industrial supervisors, to determine the perceptions of the students, academic and industrial attachment supervisors on the internship programme, to assess the selection criteria for the placement of students on industrial attachment and to make recommendations on how the Department may enhance its internship programme.

A qualitative research method approach was used and the case study research study was chosen for this study. Both quantitative and qualitative data were gathered using questionnaires and interviews respectively. The questionnaires were administered to the students, academic and industrial attachment supervisors while the senior management consisting of the Chairperson of the Department, the Dean of the Faculty and the University Registrar were interviewed. The data was analysed and presented in graph and written descriptions.

The findings of the study indicated that most students were not assigned records or archives duties at their places of attachment whilst some did not fully get the attention of their host supervisors. The students were not satisfied with the number of visits from the academic supervisors during their internship programme. Furthermore, the study revealed that students did not want to get attached to organizations where they would not be remunerated. The study recommended that the Department educates the students that internship is a learning experience and not employment and that there be follow up visits for students on attachment two weeks after they start their attachment. The research also made recommendations for further areas of study on the internship programme for all the Departments in the University