

The logo for Grenoble INP Phelma. It features the word "Grenoble" in a grey sans-serif font, "phelma" in a red sans-serif font, and "INP" in a red sans-serif font. To the right of the text are several vertical bars of various colors (orange, blue, green, purple, red, blue) of varying heights and widths, resembling a stylized bar chart or data visualization.

Grenoble
phelma
INP

Les technologies de demain
s'imaginent aujourd'hui

Internship Presentation

Edwige BANO

Professor at Grenoble INP
Phelma Internship Department Member



Internship Department

Educational field

Internship Department Manager : Jean-Christophe TOUSSAINT

Phelma – Minatec 4th floor – Office M429

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Supervisors:

- | | |
|---|---------------------------|
| - Bachelor Internship (1 st year): | Aurélien KUHN |
| - Master1 Internship (2 nd year – Master1) : | Jean-Christophe TOUSSAINT |
| - Master Thesis (3 rd year – Master2): | Edwige BANO |

Industry Relations :

Jean-Christophe TOUSSAINT

Administrative field

Assistants: Aurélie DINOLA

Cindy JARGEAIS, Laura FIORESE, **Eva MYLY for Nanotech Master**

Phelma – Minatec 4th floor - Office M426-M427

Phone: 04 56 52 91 13



Your Contacts at Phelma

- **Your official email address:**

firstname.lastname@phelma.grenoble-inp.fr

- **Your Industry Relation Correspondent:**

Panagiota.Morfouli@phelma.grenoble-inp.fr for Internship (Master1)

Liliana.Prejbeanu@phelma.grenoble-inp.fr for Master Thesis (Master2)

- **Your Administrative Contact:**

eva.myly@phelma.grenoble-inp.fr for Internship and Master Thesis

The Internships

2 key periods in the Master:

- **The Internship (for Master 1)**
 - How long? 10 weeks minimum
 - When? From end of May (End of semester: May 21)
 - To do what? Assistant Engineer position
- **The Master Thesis (for Master 2)**
 - How long? Between 20 and 26 weeks
 - When? from beginning of February up to August 31
 - To do what? Engineer position

For Students registered at Phelma:
at least, one of them **must take place in Industry.**



Internships Evaluation and Reporting

- **The Internship (for Master 1):**
 - Is mandatory for students registered at Phelma and for the other ones who are interested in the Phelma Degree
 - Is evaluated by Phelma
 - How? By a report
 - => 4 ECTS for the Phelma Degree
- **The Master Thesis (for Master 2):**
 - Is mandatory for all
 - Is valued by the principal registration institution
 - How? At Phelma, by a report (+miniposter) and a defense
 - => 26 ECTS
- In the reports, plagiarism is strictly forbidden. Take care to reference all figures and citations clearly.

Important remarks

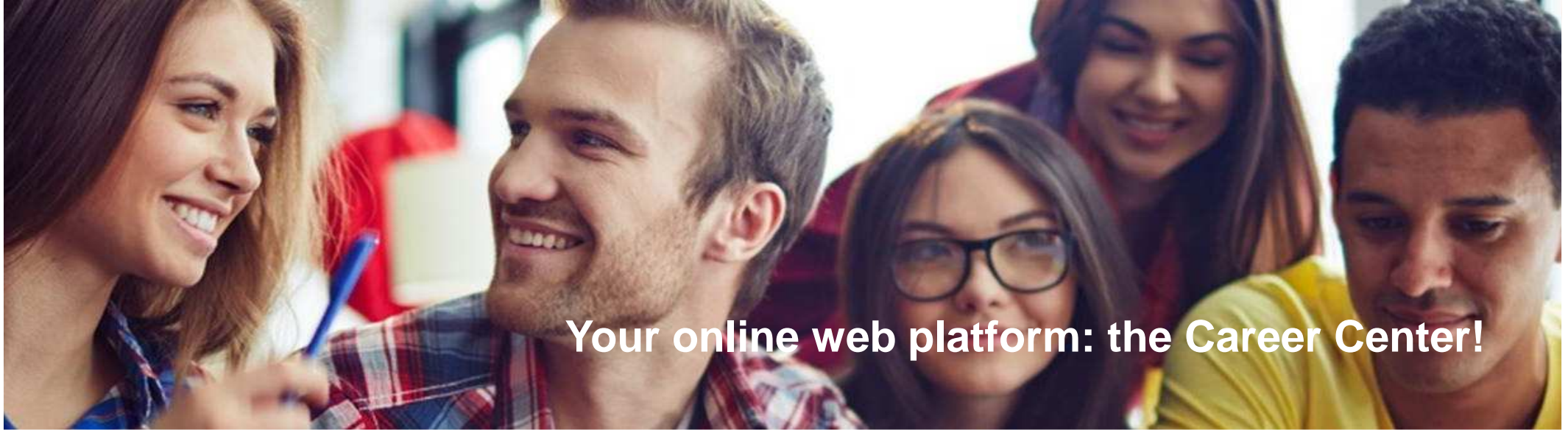
- **Both internship and Master Thesis can be done in France or abroad.**
- **A lots of offers are proposed on Grenoble INP Career Center website**
(with Phelma login and pwd, possible online application):
https://grenoble-inp.jobteaser.com/fr/users/sign_in
- Personal search is also encouraged on companies websites directly.
- **For any internship, an agreement is mandatory**, signed by the 3 parts: Phelma / Company / Student, edited via Intranet by the Phelma Internship Office:
<https://e-stages.grenoble-inp.fr/etudiant/stages>
- **For an Internship in France : according to the French law, students are payed :**
~ 546 € minimum per month (for intership in France and > 8 weeks)
- **For a Master Thesis abroad: possibilities of grants:**
please contact Phelma International Office (4th floor) : ri@phelma.grenoble-inp.fr



Career Center

Helping you set and achieve your career goals

- Grenoble INP Career Center is a **free career placement service** designed to assist you throughout your studies and refine your career goals.
- Whether you are **enrolled at the school** or are a **recent graduate**, you can take full advantage of our:
 - ⇒ **online platform,**
 - ⇒ **weekly workshops.**



Your online web platform: the Career Center!

A website designed to help you handling in your job search and to open doors companies :

- Internship and job **offers** (*lots of offers written in English available*)
- **Company** profiles
- Job **videos**
- **Events**
- Guidance and **ressource articles**
- Live video Chat and **recruiters**

User interface language
+ some content
=> available in English

Also available on your mobile app – download JobTeaser for iOS and Android

Contact: career-center@grenoble-inp.fr



The weekly workshop

Meet one-to-one with a **professional** for **personalized support!**

- Boost your **resume** and **cover letter** ([available in English](#))
- Practice **job interviews** ([available in English](#))
- Other services can be provided under request in case of specific difficulties (please contact us!)

Length of each appointment? About one hour

When? Thursday between 1:30pm to 7:00pm

Where? Grenoble INP Career Center - Entrée R – 46 av Félix Viallet



Opening hours

Mon. Tue. Fri.

9:00 – 12:30 • 13:30 – 17:00

Thu.

9:00 – 12:00 • 13:00 – 19:00

career-center@grenoble-inp.fr

+33 (0)4 76 57 43 87

How to register?

⇒ For **English speakers**, please contact: career-center@grenoble-inp.fr

⇒ For **French speakers**, log on www.grenoble-inp.fr/career-center,

Useful links > Weekly workshops





The 5 phases to edit the internship agreement

<https://intranet.phelma.grenoble-inp.fr/stages-emploi/stages>

The different steps are done via Phelma Intranet website.

For internships: <http://stages2a.phelma.grenoble-inp.fr/>

- **Step 0** : Visit this presentation and download the useful documents
- **Step 1** : Search for an internship actively (CV-Letters) and find one (contact your Industry Relation Correspondent if necessary)
- **Step 2** : Input your proposal on line
Wait for the validation from your Industry Relation Correspondent
- **Step 3** : Complete your Internship Form in order to edit the agreement.
- **Step 4** : Sign your agreement at the Internship Office on notification