FRANKLIN P. PERDUE
SCHOOL OF
Business

ABLE Internship Program

Common Information Systems major activities:

- Develop skills in various areas of information technology, including hardware, software, networking, database management, business analytics, cloud computing, internet of things (IoT), and artificial intelligence (AI) and understanding how they are used to solve business problems.
- Engage in system design, development, implementation, and optimization.
- Enhance communication skills for interacting with IT professionals.
- Support staff in performing system backups and regular maintenance tasks.
- Assist with setup of hardware and installation of software.
- Provide support in troubleshooting.
- Perform preventative maintenance and upgrades on servers.
- Collaborate with the designated staff on current information technology projects.
- Participate in project needs analysis and research for viable solutions.
- Update user and technical documentation as needed.
- Help with maintenance and performance tuning of application databases.
- Create and publish project reports.
- Assist with managing content on company's public website.
- Gain hands-on experience with a broad range of Help Desk roles and responsibilities.
- Respond to troubleshooting calls for desktop issues on both Macintosh and PC systems.
- Facilitate new employee onboarding, including setting up user accounts and providing training
- Assist in updating and implementing organizational policies and procedures.
- Learn the fundamentals of project development, focusing on timeline, budget, and end-user adoption.
- Gain knowledge of relevant regulatory laws, such as HIPAA and HITECH.
- Expand understanding of software, operating systems, hardware, databases, applications, and connectivity.
- Integrate multiple components (e.g., software, media) to create comprehensive operational systems.
- Document processes through flow models, diagrams, and other visualization tools.