Jessica Nebeker

PRT 3800-078

Internship Goals

1. Learn full reservations process
	1. Be fully trained on all properties and GDS by June 15th
	2. Attend at least one management meeting to better understand process
2. Complete internship project
	1. Develop parameters of project with manager by June 15th
	2. Submit first draft for review by July 20th
	3. Finalized project submitted by August
3. Be an exemplary employee
	1. Maintain average of 40% conversion rate
	2. Able to recite AAA standards upon request