

C-17:           **(FCC Menu #5)** KAKW-TV hosted an internship program during the reporting period. This programs provided opportunities for Sales and Marketing Internships, Promotions Internships, News Internships, and Production Internships to students enrolled at the University of Texas at Austin, the Texas State University, and Austin Community College.

## **STUDENT INTERNSHIP PROGRAMS**

### **Sales and Marketing Internship**

KAKW-TV hosted an internship program for a Sales and Marketing Intern, under the mentorship of the Local Sales Manager, Christie Humphries. The intern was an undergraduate student enrolled at the University of Texas at Austin. The focus of this internship is to gain an understanding of all aspects of day-to-day station business, as it pertains to client development and servicing, including production services, marketing, and sales. The intern also assisted in creating a filing system for client contracts, confirming revisions, assisted with contract modifications and other billing details, and attended station community events to assist with marketing duties.

### **Promotions Internship**

KAKW-TV hosted an internship program for a Promotions Intern, under the mentorship of the Marketing and Community Affairs Manager, Fely Garcia. The intern was an undergraduate student enrolled at the St Edwards University. The focus of this internship was concentration on the organization and execution of 3 premier Univision events, including the Copa Univision Event, Mothers Day Event, and the Cinco De Mayo Event. Contributions made the intern included assistance with the organization of these events, such as making calls, flyers, and providing presence and manpower at the actual events.

### **Promotions Internship**

KAKW-TV hosted an internship program for a Promotions Intern, under the mentorship of the Marketing and Community Affairs Manager, Fely Garcia. The intern was an undergraduate student enrolled at the University of Texas at Austin. The focus of this internship was concentration on the organization of several Community events, assistance with research required to effectively execute assigned community events, exposure and assignments related to the organization of FCC files, and participation in the development of the Univision community calendar.

### **Promotions Internships**

KAKW-TV hosted an internship program for two (2) Promotions Interns, under the mentorship of the Marketing and Community Affairs Manager, Fely Garcia. Both interns were undergraduate students enrolled at the University of Texas at Austin. The focus of these internships was concentration on the organization of several community events, creation of promotional scripts, research related to selection and purchase of effective promotional items, assessment of viewer information for purposes of an antenna installation project, and assisted with Univision Austin's premier event, Premios Texas, the Premios Texas Pre-Concert, and the Premios Texas VIP area.

Station Call Sign(s): KAKW,KTFO

**SUPPLEMENTAL (Non –Vacancy Specific) RECRUITMENT ACTIVITIES  
UNDERTAKEN BY THE EMPLOYMENT UNIT DURING  
THE TWO-YEAR REPORTING PERIOD: ENDING 3/31/12**

For Internal Station Use

Activity: Student Internship

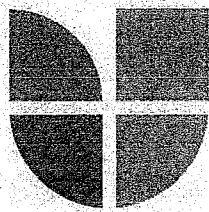
Date: June 2011 through August 2011

Participating Employees: Intern: Luisira B Hernandez, Coach: Fely Garcia

Host/Sponsor of Activity: KAKW

Brief Description of Activity: \_\_\_\_\_

KAKW-TV hosted an internship program for a Promotions Intern, under the mentorship of the Marketing and Community Affairs Manager, Fely Garcia. The intern was an undergraduate student enrolled at the University of Texas at Austin. The focus of this internship was concentration on the organization of Community events. Assisted with the creation of promotional scripts, in the research of promotional items, helped with the antenna installation gathering viewers information, assisted during the Premios Texas event manning the Univision tent during the Pre-concert and the VIP area.



# UNIVISION 62

## A U S T I N

### KAKW-KTFO

Sales and Marketing Intern

Name of Coach: Christie Humphries

Title of Coach: Local Sales Manager

The aim of KAKW-KTFO's internship program is to enable students to obtain practical experience related to their field of study, to expose college students to the daily demands and challenges in a marketing and sales department, and to provide hands-on learning opportunities.

### ELIGIBILITY

Students currently enrolled at an accredited college or university program are eligible to participate. The student's academic or internship advisor must acknowledge their participation in the university or college's program.

### LEARNING OBJECTIVES

- Gain an understanding of all aspects of day to day station business as it pertains to clients ie...production, marketing, sales
- Improve marketing and communication skills by assisting at station sponsored events
- Develop and build time management, leadership and organizational skills by working in a fast-paced, time sensitive environment

### SCOPE OF INTERSHIP ACTIVITIES

Under the supervision of the Local Sales Manager, the intern will participate in the following activities and projects:

- Assist in creating a filing system for national client contracts
- Assist in confirming revisions, modifications, and other billing details in client contracts
- Greet station visitors and assist with phone support
- Attend station community events to assist with marketing duties
- Help asses a survey of the Hispanic market in building a case for Hispanic advertising

### INTERN'S RESPONSIBILITIES:

- Arriving prepared and on time as scheduled
- Reporting any absence or delay to their coach before the start of their scheduled hours
- Completing assigned projects
- Follow directions and be under supervision at all times

### CONTACT INFORMATION:

Christie Humphries

Email: [chumphries@univision.net](mailto:chumphries@univision.net)

# UNIVISION COMMUNICATIONS INC.

## Internship Acknowledgement

Name of Student Intern Luisira B. Hernandez

College / University Name University of Texas at Austin

Internship Term:

Start and End Dates 06/16/2011 - Aug 12 2011 Hours per week 15 hrs

### Instructions to Manager:

*This form is to be completed at the end of the internship period and provided to the student.*

The following confirms that the student named above participated in Univision's Internship Program. During the internship, the student participated (took part) in the following projects and assignments:

Lucy helped the dept with  
creating promo scripts, DO's & traffic instructions.  
helping research promo items, antenn. installers.  
helped during Premios Texas with different aspects  
Promo items  
Pre concert  
helped w/ the promo & community relation events

<u>Fely Garcia</u>	<u>Marketing Productions / Public Affairs Manager</u>	
Manager's Name	Title	
<u>Promotions</u>	<u>Austin</u>	<u>TV</u>
Department	Location	Division

### Instructions to Student Intern:

This is a confirmation of your internship with Univision. You are required to provide a copy of this Acknowledgement to your academic advisor.

UNIVISION COMMUNICATIONS INC.

Internship Agreement  
(Not for use in CA and NJ)

Name of Student Intern Luisira B. Hernandez  
College / University Name University of Texas at Austin  
Academic Adviser Natasha Saldana  
Mailing Address \_\_\_\_\_  
Email Address nvs@mail.utexas.edu  
Internship Start and End Dates 06/16/2011 - 08/12/2011  
Univision Department Marketing Prom Location Austin Division \_\_\_\_\_  
Manager's Name Fely Garcia Title Marketing Promotions/  
Public Affairs Manager

The following confirms our company's agreement of the terms off your internship at Univision.

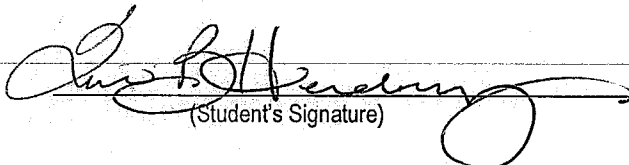
This is an unpaid internship for college credit, should your school allow it. If your school does allow for college credit, it is your responsibility to coordinate with your school to obtain college credit. Your participation in the internship program does not guarantee you regular employment with Univision at the completion of your internship.

You will be assigned a manager who will instruct and supervise you during your internship. At the completion of your internship, your sponsoring department will provide you with an acknowledgment of your participation and brief description of your experience including the length of the term and the number of hours per week. It is your responsibility to provide a copy of this Acknowledgment to your academic advisor.

During your internship, you may have access to and become acquainted with trade secrets and confidential information which are very valuable and owned by the company or related entities (the "Information"). You may use the Information only to accomplish company business. During and after the end of your internship, you will refrain from using the Information for any purpose or from revealing or giving it to others. You need to maintain the Information confidential at all times, even after the conclusion of your internship.

As a broadcaster, Univision is subject to certain government regulations, such as the Federal Communications Act. Because of these regulations, Univision requires that during your internship you not accept any favors, loans, entertainment or compensation from anyone seeking to air any broadcast material. You may also be required to complete certain certifications required by the government.

Your signature below will signify that you have read and understood the terms of the internship described above and agree to follow them.

  
(Student's Signature)

**Instructions to Manager:**

You are required to send a copy of this executed agreement to the student's academic advisor at the beginning of the internship. A second copy must be sent to your local Regional Human Resources Department.

## Chris Albrecht

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**From:** Luisira B Hernandez [luisira@utexas.edu]  
**Sent:** Wednesday, July 06, 2011 3:32 PM  
**To:** Chris Albrecht  
**Subject:** School information

Hi Chris,

My name is Luisira, Fely's intern, and I am writing to you because I spoke to my academic advisor and she said she can either email you or fax you my school information. She also needs a confirmation that I'm working at Univision-Austin as an intern.

Here is her information:

Natasha V. Saldaña  
Academic Advisor  
Undergraduate Program Coordinator  
512-471-2134  
Fax 512-471-9639  
[nvs@mail.utexas.edu](mailto:nvs@mail.utexas.edu)

If you need any more information feel free to contact her.

Let me know if you have any questions.

Thank you,

Luisira B. Hernandez

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Sent from my mobile device

Station Call Sign(s): KAKW,KTFO

**SUPPLEMENTAL (Non -Vacancy Specific) RECRUITMENT ACTIVITIES  
UNDERTAKEN BY THE EMPLOYMENT UNIT DURING  
THE TWO-YEAR REPORTING PERIOD: ENDING 3/31/12**

For Internal Station Use

Activity: Student Internship

Date: June 2011 through August 2011

Participating Employees: Intern: Jenny Guerra, Coach: Fely Garcia

Host/Sponsor of Activity: KAKW

Brief Description of Activity: \_\_\_\_\_

KAKW-TV hosted an internship program for a Promotions Intern, under the mentorship of the Marketing and Community Affairs Manager, Fely Garcia. The intern was an undergraduate student enrolled at the University of Texas at Austin. The focus of this internship was concentration on the organization of Community events. Assisted with the creation of promotional scripts, in the research of promotional items, helped with the antenna installation gathering viewers information, assisted during the Premios Texas event manning the Univision tent during the Pre-concert and the VIP area.



UNIVISION COMMUNICATIONS INC.  
Internship Acknowledgement

Name of Student Intern Jenny Guerra  
College / University Name The University of Texas at Austin  
Internship Term:  
Start and End Dates 6-8-11 - August 12, 2011 Hours per week 12

**Instructions to Manager:**

*This form is to be completed at the end of the internship period and provided to the student.*

The following confirms that the student named above participated in Univision's Internship Program. During the internship, the student participated (took part) in the following projects and assignments:

*Jenny helped the department by:*  
Creating Promo scripts  
helping research promo items, antenna installation.  
helped doing Premios Texas with different aspects.  
\* helped w/ Promo Items  
\* helped w/ VIP Area  
helped at other promotions & community outreaches

<u>Fely Guerra</u>	<u>Community Relations Manager</u>
Manager's Name	Title
<u>Promoters</u>	<u>Austin</u>
Department	Location
	<u>UTA</u>
	Division

**Instructions to Student Intern:**

This is a confirmation of your internship with Univision. You are required to provide a copy of this Acknowledgement to your academic advisor.

UNIVISION COMMUNICATIONS INC.

Internship Agreement  
(Not for use in CA and NJ)

Name of Student Intern Jenny Guerra  
College / University Name The University of Texas at Austin  
Academic Adviser \_\_\_\_\_  
Mailing Address POI Crossing Mall Apt 3101  
Email Address jennyguerra21@gmail.com  
Internship Start and End Dates 6-8-11 - August 12, 2011  
Univision Department Marketing Location Univision-Austin Division \_\_\_\_\_  
Manager's Name Fely Garcia Title Marketing Promotions / Public Affairs

The following confirms our company's agreement of the terms of your internship at Univision.

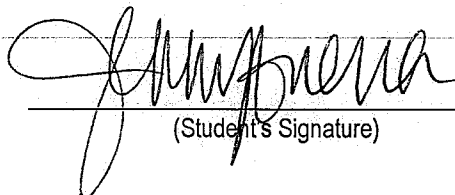
This is an unpaid internship for college credit, should your school allow it. If your school does allow for college credit, it is your responsibility to coordinate with your school to obtain college credit. Your participation in the internship program does not guarantee you regular employment with Univision at the completion of your internship.

You will be assigned a manager who will instruct and supervise you during your internship. At the completion of your internship, your sponsoring department will provide you with an acknowledgment of your participation and brief description of your experience including the length of the term and the number of hours per week. It is your responsibility to provide a copy of this Acknowledgment to your academic advisor.

During your internship, you may have access to and become acquainted with trade secrets and confidential information which are very valuable and owned by the company or related entities (the "Information"). You may use the Information only to accomplish company business. During and after the end of your internship, you will refrain from using the Information for any purpose or from revealing or giving it to others. You need to maintain the Information confidential at all times, even after the conclusion of your internship.

As a broadcaster, Univision is subject to certain government regulations, such as the Federal Communications Act. Because of these regulations, Univision requires that during your internship you not accept any favors, loans, entertainment or compensation from anyone seeking to air any broadcast material. You may also be required to complete certain certifications required by the government.

Your signature below will signify that you have read and understood the terms of the internship described above and agree to follow them.

  
(Student's Signature)

**Instructions to Manager:**

You are required to send a copy of this executed agreement to the student's academic advisor at the beginning of the internship. A second copy must be sent to your local Regional Human Resources Department.

Station Call Sign(s): KAKW,KTFO

**SUPPLEMENTAL (Non –Vacancy Specific) RECRUITMENT ACTIVITIES  
UNDERTAKEN BY THE EMPLOYMENT UNIT DURING  
THE TWO-YEAR REPORTING PERIOD: ENDING 3/31/12**

For Internal Station Use

Activity: Student Internship

Date: February 2011 through June 2011

Participating Employees: Intern: Bianca Solis, Coach: Fely Garcia

Host/Sponsor of Activity: KAKW

Brief Description of Activity: \_\_\_\_\_

KAKW-TV hosted an internship program for a Promotions Intern, under the mentorship of the Marketing and Community Affairs Manager, Fely Garcia. The intern was an undergraduate student enrolled at the University of Texas at Austin. The focus of this internship was concentration on the organization of several Community events. Assisted on the research of community events, assisted organizing FCC files, assisted on the weekend events and helped with the community calendar.

**UNIVISION COMMUNICATIONS INC.**  
**Internship Acknowledgement**

Name of Student Intern Bianca Solis  
College / University Name UT Austin  
Internship Term:  
Start and End Dates 2/7/11 - 6/7/11 Hours per week 15

**Instructions to Manager:**

*This form is to be completed at the end of the internship period and provided to the student.*

The following confirms that the student named above participated in Univision's Internship Program. During the internship, the student participated (took part) in the following projects and assignments:

- Researched for events
- Worked on weekend events
- Helped w/ FCC Files.
- Helped w/ DSP, Community Calendar.

<u>Fely Garcia</u> Manager's Name	<u>Promotions Manager</u> Title
<u>Promotions</u> Department	<u>Austin</u> Location
	<u>UTG.</u> Division

**Instructions to Student Intern:**

This is a confirmation of your internship with Univision. You are required to provide a copy of this Acknowledgement to your academic advisor.

UNIVISION COMMUNICATIONS INC.

Internship Agreement  
(Not for use in CA and NJ)

Name of Student Intern Bianca Solis  
College / University Name University of Texas at Austin  
Academic Adviser Aida Gonzalez  
Mailing Address \_\_\_\_\_  
Email Address aida.gonzalez@austin.utexas.edu  
Internship Start and End Dates 2/7/11 - 6/7/11  
Univision Department Promoters Location Austin Division UTG  
Manager's Name Fely Carrera Title Promoters Manager

The following confirms our company's agreement of the terms of your internship at Univision.

This is an unpaid internship for college credit, should your school allow it. If your school does allow for college credit, it is your responsibility to coordinate with your school to obtain college credit. Your participation in the internship program does not guarantee you regular employment with Univision at the completion of your internship.

You will be assigned a manager who will instruct and supervise you during your internship. At the completion of your internship, your sponsoring department will provide you with an acknowledgment of your participation and brief description of your experience including the length of the term and the number of hours per week. It is your responsibility to provide a copy of this Acknowledgment to your academic advisor.

During your internship, you may have access to and become acquainted with trade secrets and confidential information which are very valuable and owned by the company or related entities (the "Information"). You may use the Information only to accomplish company business. During and after the end of your internship, you will refrain from using the Information for any purpose or from revealing or giving it to others. You need to maintain the Information confidential at all times, even after the conclusion of your internship.

As a broadcaster, Univision is subject to certain government regulations, such as the Federal Communications Act. Because of these regulations, Univision requires that during your internship you not accept any favors, loans, entertainment or compensation from anyone seeking to air any broadcast material. You may also be required to complete certain certifications required by the government.

Your signature below will signify that you have read and understood the terms of the internship described above and agree to follow them.

Bianca Solis

(Student's Signature)

**Instructions to Manager:**

You are required to send a copy of this executed agreement to the student's academic advisor at the beginning of the internship. A second copy must be sent to your local Regional Human Resources Department.

Station Call Sign(s): KAKW,KTFO

**SUPPLEMENTAL (Non -Vacancy Specific) RECRUITMENT ACTIVITIES  
UNDERTAKEN BY THE EMPLOYMENT UNIT DURING  
THE TWO-YEAR REPORTING PERIOD: ENDING 3/31/12**

For Internal Station Use

Activity: Student Internship

Date: January 2011 through May 2011

Participating Employees: Intern: Barbara Siller, Coach: Fely Garcia

Host/Sponsor of Activity: KAKW

Brief Description of Activity: \_\_\_\_\_

KAKW-TV hosted an internship program for a Promotions Intern, under the mentorship of the Marketing and Community Affairs Manager, Fely Garcia. The intern was an undergraduate student enrolled at the St Edwards University . The focus of this internship was concentration on the organization of the Copa Univision Event, Mothers Day and Cinco De Mayo. Assisted on the organization of these events such as making calls, flyers, and manning the Univision tent during these events.

**UNIVISION COMMUNICATIONS INC.**  
**Internship Acknowledgement**

Name of Student Intern Barbara Siller  
College / University Name St. Edward's University  
Internship Term:  
Start and End Dates 1/20/11 - 5/31/11 Hours per week 12

**Instructions to Manager:**

*This form is to be completed at the end of the internship period and provided to the student.*

The following confirms that the student named above participated in Univision's Internship Program. During the internship, the student participated (took part) in the following projects and assignments:

She helped research for items for Cepa Univision, mothers Day Event, Cinco de mayo events, Prochaugh. She also attended and worked at all events.

<u>Fely Garcia</u> Manager's Name	<u>Promotions Manager</u> Title
<u>Promotions</u> Department	<u>Austin</u> Location
	<u>UTG</u> Division

**Instructions to Student Intern:**

This is a confirmation of your internship with Univision. You are required to provide a copy of this Acknowledgement to your academic advisor.

UNIVISION COMMUNICATIONS INC.

Internship Agreement  
(Not for use in CA and NJ)

Name of Student Intern Barbara Siller  
College / University Name St. Edward's University  
Academic Adviser Byela Banner  
Mailing Address 3001 S. Congress Ave.  
Email Address bsiller@stedwards.edu / bsiller@gmail.com  
Internship Start and End Dates 1/20/11 - 5/31/11  
Univision Department Promotions Location Austin Division UTG  
Manager's Name Emafely Garcia Title Community Relations Manager

The following confirms our company's agreement of the terms of your internship at Univision.

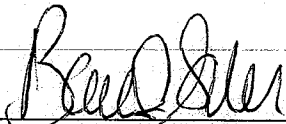
This is an unpaid internship for college credit, should your school allow it. If your school does allow for college credit, it is your responsibility to coordinate with your school to obtain college credit. Your participation in the internship program does not guarantee you regular employment with Univision at the completion of your internship.

You will be assigned a manager who will instruct and supervise you during your internship. At the completion of your internship, your sponsoring department will provide you with an acknowledgment of your participation and brief description of your experience including the length of the term and the number of hours per week. It is your responsibility to provide a copy of this Acknowledgment to your academic advisor.

During your internship, you may have access to and become acquainted with trade secrets and confidential information which are very valuable and owned by the company or related entities (the "Information"). You may use the Information only to accomplish company business. During and after the end of your internship, you will refrain from using the Information for any purpose or from revealing or giving it to others. You need to maintain the Information confidential at all times, even after the conclusion of your internship.

As a broadcaster, Univision is subject to certain government regulations, such as the Federal Communications Act. Because of these regulations, Univision requires that during your internship you not accept any favors, loans, entertainment or compensation from anyone seeking to air any broadcast material. You may also be required to complete certain certifications required by the government.

Your signature below will signify that you have read and understood the terms of the internship described above and agree to follow them.

  
(Student's Signature)

**Instructions to Manager:**

You are required to send a copy of this executed agreement to the student's academic advisor at the beginning of the internship. A second copy must be sent to your local Regional Human Resources Department.



## Chris Albrecht

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**From:** Fely Garcia  
**Sent:** Wednesday, February 02, 2011 4:20 PM  
**To:** Chris Albrecht  
**Subject:** FW: Internship Confirmation for Barbara Siller

FYI...

Fely Garcia | Marketing & Community Affairs Manager | Univision Television Group - Austin  
FF512.533.2849 | ☎ 512.466.5839 [efgarcia@univision.net](mailto:efgarcia@univision.net)

☐☐Please consider the environment before printing this email

-----Original Message-----

**From:** Joy Banner [<mailto:joyceiab@stedwards.edu>]  
**Sent:** Wednesday, February 02, 2011 4:19 PM  
**To:** Fely Garcia  
**Subject:** Internship Confirmation for Barbara Siller

Hello Ms. Garcia,

This e-mail is to confirm that Barbara Siller is enrolled in the Internshio course, BUSI 3385, at St. Edward's University.

Sincerely,

Joy M. Banner, Ph.D.  
St. Edward's University  
Assistant Professor of Management  
233-1410

UNIVISION COMMUNICATIONS INC.

Internship Agreement  
(Not for use in CA and NJ)

Name of Student Intern Viridiana Ramirez  
College/University Name The University of Texas  
Academic Adviser Ben Wyath  
Mailing Address \_\_\_\_\_  
Email Address \_\_\_\_\_  
Internship Start and End Dates Jan 23 - May 2012  
Univision Department Marketing Location \_\_\_\_\_ Division \_\_\_\_\_  
Manager's Name Christie Humphries Title \_\_\_\_\_

The following confirms our company's agreement of the terms of your internship at Univision.

This is an unpaid internship for college credit, should your school allow it. If your school does allow for college credit, it is your responsibility to coordinate with your school to obtain college credit. Your participation in the internship program does not guarantee you regular employment with Univision at the completion of your internship.

You will be assigned a manager who will instruct and supervise you during your internship. At the completion of your internship, your sponsoring department will provide you with an acknowledgment of your participation and brief description of your experience including the length of the term and the number of hours per week. It is your responsibility to provide a copy of this Acknowledgment to your academic advisor.

During your internship, you may have access to and become acquainted with trade secrets and confidential information which are very valuable and owned by the company or related entities (the "Information"). You may use the Information only to accomplish company business. During and after the end of your internship, you will refrain from using the Information for any purpose or from revealing or giving it to others. You need to maintain the Information confidential at all times, even after the conclusion of your internship.

As a broadcaster, Univision is subject to certain government regulations, such as the Federal Communications Act. Because of these regulations, Univision requires that during your internship you not accept any favors, loans, entertainment or compensation from anyone seeking to air any broadcast material. You may also be required to complete certain certifications required by the government.

Your signature below will signify that you have read and understood the terms of the internship described above and agree to follow them.

Viridiana Ramirez  
(Student's Signature)

**Instructions to Manager:**

You are required to send a copy of this executed agreement to the student's academic advisor at the beginning of the internship. A second copy must be sent to your local Regional Human Resources Department.

## Lydia Luna-Buchmann

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**From:** Christie Humphries  
**Sent:** Tuesday, January 24, 2012 6:48 PM  
**To:** Lydia Luna-Buchmann; Blanca Gaytan  
**Subject:** FW: internship Approval

Here is the other Intern email I got today for Viridiana.

Christie Humphries | Sales Manager | Univision Communications Inc. | 2233 W. North Loop Boulevard, Austin, TX 78756  
Direct: (512) 533-2843 | [chumphries@univision.net](mailto:chumphries@univision.net) | <http://www.univision.com>



**From:** Benjamin Neil Wyeth [<mailto:benwyeth@utexas.edu>]  
**Sent:** Tuesday, January 24, 2012 3:09 PM  
**To:** Christie Humphries; Viridiana Ramirez  
**Subject:** internship Approval

Congratulations! Dr. Cunningham has approved the internship for Viridiana at Univision!

Christie, we will forward to you all future correspondence including the midterm and final evaluation procedures for the student.

Viridiana, you will be contacted via Blackboard with further course information (please make sure you are registered for the course; grad students need to change the class to CR/NC). You will also need to find and purchase a copy of the required text used for this course: Killing the Cover Letter by Gene Kincaid (ISBN: 978-0-615-25540-8).

We wish you the best of luck in the semester ahead! Please let me know if you have any questions or I can help in any way.

Sincerely,

--  
Ben Wyeth  
Advertising & PR Internship Coordinator  
The University of Texas at Austin

Office: CMA 7.142  
Office Phone: 512.471.1101  
Office Fax: 512.471.7018  
Email: [benwyeth@utexas.edu](mailto:benwyeth@utexas.edu)  
Website: <http://advertising.utexas.edu/internships>

## University Internship Program Guidance

The core purpose of Univision's University Internship Program is to enable students to obtain practical experience related to their field of study in the broadcast and media industry and related functions while completing their education.

### Eligibility

Participation in Univision's University Internship Program is open to graduate and undergraduate students who are currently enrolled and matriculated in an accredited College or University program.

Ideally, candidates will be sourced through the College or University; however eligible students may apply for consideration directly to the sponsoring department. The program and student's participation must be acknowledged by the school. Eligibility for academic credit is not required except for interns in California and New Jersey work locations.

### Duration

Student's participation in the program can be up to 20 hours per week for a period of up to 4 months.

### Program Scope

All internships must meet the following criteria:

- o Experience provided should be of a type applicable generally to our industry rather than focused on systems or techniques specific to Univision.
- o Experience must be related to the student's field of study and be academically relevant to the student's development.
- o Student must be closely supervised.
- o Student Interns are not allowed to drive on Company business or drive Company vehicles.
- o Student must not displace any regular employees.
- o Student is not entitled to compensation and benefits during the internship period.<sup>1</sup>
- o Student will not be entitled to a job at the completion of the training period.

Departments wanting to sponsor a student or students in the Internship Program must prepare a written description of the student intern's role and responsibilities and ensure that such roles and responsibilities are academically relevant.

Each student intern will be assigned a coach who is a member of management and who will be directly responsible for the development and supervision of the student.

Student interns must sign an Internship Agreement acknowledging their roles and responsibilities under the program.

At the completion of the internship period, the coach will be required to provide the student or the student's academic advisor with an Internship Acknowledgement Form which includes a brief description of the student's experience, the length of the term, and number of hours per week student participated.

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<sup>1</sup> Massachusetts, North Carolina, New Mexico and the District of Columbia do not allow unpaid internships. Student Interns in these states/jurisdictions must be paid the minimum wage for any hours incurred during their internship.

UNIVISION COMMUNICATIONS INC.  
Internship Acknowledgement

Name of Student Intern Viridiana Ramirez  
College / University Name The University of Texas  
Internship Term: Spring 2012  
Start and End Dates \_\_\_\_\_ Hours per week 12

**Instructions to Manager:**

*This form is to be completed at the end of the internship period and provided to the student.*

The following confirms that the student named above participated in Univision's Internship Program. During the internship, the student participated (took part) in the following projects and assignments:

\_\_\_\_\_  
Manager's Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Department

\_\_\_\_\_  
Location

\_\_\_\_\_  
Division

**Instructions to Student Intern:**

This is a confirmation of your internship with Univision. You are required to provide a copy of this Acknowledgement to your academic advisor.

# UNIVISION COMMUNICATIONS INC.

## Internship Acknowledgement

Name of Student Intern Alexis Archuleta  
College / University Name University of North Texas  
Internship Term:  
Start and End Dates 7/11/12 8/24/12 Hours per week 12

### Instructions to Manager:

*This form is to be completed at the end of the internship period and provided to the student.*

The following confirms that the student named above participated in Univision's Internship Program. During the internship, the student participated (took part) in the following projects and assignments:

- One sheet on 7.17.12
- FAMSA Banners - online
- PTX Dulce Maria Banners
- HQ R Block Banners
- ACL walk through
- Sales Package PTX event site
- PTX VP Itinerary
- One sheet on 7.23.12
- One sheet (KATW Wovelas among Top 10 Broadcast Programs)
- Leif Johnson Ford contract
- 2 Capitol Fia contracts
- Live Nation Contract
- Danny Reed Contract
- Kantar Univision CMAA Report (Excel sheet for TX advertisers)
- Taco Bell PTX 2012 Recap
- PTX 2012 Delivery
- PTX PB revision on powerpoint

Jessica Mason National Sales Manager  
Manager's Name Title  
Sales Austin UTG  
Department Location Division

### Instructions to Student Intern:

This is a confirmation of your internship with Univision. You are required to provide a copy of this Acknowledgement to your academic advisor.

**UNIVISION COMMUNICATIONS INC.**  
**Internship Acknowledgement**

Name of Student Intern Lisbet D Avila Acosta

College / University Name The University of Texas at Austin

Internship Term:

Start and End Dates 2/8/12 Hours per week 10 hours

**Instructions to Manager:**

*This form is to be completed at the end of the internship period and provided to the student.*

The following confirms that the student named above participated in Univision's Internship Program. During the internship, the student participated (took part) in the following projects and assignments:

<u>Emmely Arreola</u>	<u>Promotions Manager</u>
Manager's Name	Title
<u>Promotions</u>	<u>Austin</u>
Department	Location
	<u>UTG.</u>
	Division

**Instructions to Student Intern:**

This is a confirmation of your internship with Univision. You are required to provide a copy of this Acknowledgement to your academic advisor.

UNIVISION COMMUNICATIONS INC.

Internship Agreement  
(Not for use in CA and NJ)

Name of Student Intern Lisbet D Avila Acosta  
College / University Name The University of Texas at Austin  
Academic Adviser Dallawrence  
Mailing Address 1 University Station A10400 100 West Dean Keeton Austin, TX  
Email Address dlawrence@Austin.utexas.edu 78712  
Internship Start and End Dates 2/8/12 - 4/10/12  
Univision Department Promotions Location Austin Division UTG  
Manager's Name Fely Green Title Promotions manager

The following confirms our company's agreement of the terms of your internship at Univision.

This is an unpaid internship for college credit, should your school allow it. If your school does allow for college credit, it is your responsibility to coordinate with your school to obtain college credit. Your participation in the internship program does not guarantee you regular employment with Univision at the completion of your internship.

You will be assigned a manager who will instruct and supervise you during your internship. At the completion of your internship, your sponsoring department will provide you with an acknowledgment of your participation and brief description of your experience including the length of the term and the number of hours per week. It is your responsibility to provide a copy of this Acknowledgment to your academic advisor.

During your internship, you may have access to and become acquainted with trade secrets and confidential information which are very valuable and owned by the company or related entities (the "Information"). You may use the Information only to accomplish company business. During and after the end of your internship, you will refrain from using the Information for any purpose or from revealing or giving it to others. You need to maintain the Information confidential at all times, even after the conclusion of your internship.

As a broadcaster, Univision is subject to certain government regulations, such as the Federal Communications Act. Because of these regulations, Univision requires that during your internship you not accept any favors, loans, entertainment or compensation from anyone seeking to air any broadcast material. You may also be required to complete certain certifications required by the government.

Your signature below will signify that you have read and understood the terms of the internship described above and agree to follow them.



(Student's Signature)

**Instructions to Manager:**

You are required to send a copy of this executed agreement to the student's academic advisor at the beginning of the internship. A second copy must be sent to your local Regional Human Resources Department.



## University Internship Program Guidance

The core purpose of Univision's University Internship Program is to enable students to obtain practical experience related to their field of study in the broadcast and media industry and related functions while completing their education.

### Eligibility

Participation in Univision's University Internship Program is open to graduate and undergraduate students who are currently enrolled and matriculated in an accredited College or University program.

Ideally, candidates will be sourced through the College or University; however eligible students may apply for consideration directly to the sponsoring department. The program and student's participation must be acknowledged by the school. Eligibility for academic credit is not required except for interns in California and New Jersey work locations.

### Duration

Student's participation in the program can be up to 20 hours per week for a period of up to 4 months.

### Program Scope

All internships must meet the following criteria:

- Experience provided should be of a type applicable generally to our industry rather than focused on systems or techniques specific to Univision.
- Experience must be related to the student's field of study and be academically relevant to the student's development.
- Student must be closely supervised.
- Student Interns are not allowed to drive on Company business or drive Company vehicles.
- Student must not displace any regular employees.
- Student is not entitled to compensation and benefits during the internship period.<sup>1</sup>
- Student will not be entitled to a job at the completion of the training period.

Departments wanting to sponsor a student or students in the Internship Program must prepare a written description of the student intern's role and responsibilities and ensure that such roles and responsibilities are academically relevant.

Each student intern will be assigned a coach who is a member of management and who will be directly responsible for the development and supervision of the student.

Student interns must sign an Internship Agreement acknowledging their roles and responsibilities under the program.

At the completion of the internship period, the coach will be required to provide the student or the student's academic advisor with an Internship Acknowledgement Form which includes a brief description of the student's experience, the length of the term, and number of hours per week student participated.

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<sup>1</sup> Massachusetts, North Carolina, New Mexico and the District of Columbia do not allow unpaid internships. Student Interns in these states/jurisdictions must be paid the minimum wage for any hours incurred during their internship.

Station Call Sign(s): KAKW,KTFO

**SUPPLEMENTAL (Non –Vacancy Specific) RECRUITMENT ACTIVITIES  
UNDERTAKEN BY THE EMPLOYMENT UNIT DURING  
THE TWO-YEAR REPORTING PERIOD: ENDING 3/31/13**

For Internal Station Use

Activity: Student Internship

Date: Jan 2012 - May 2012

Participating Employees: Intern: Rosa Elena Pruneda, Coach: Fely Garcia

Host/Sponsor of Activity: KAKW

Brief Description of Activity: \_\_\_\_\_

KAKW-TV hosted an internship program for a Promotions Intern, under the mentorship of the Marketing and Community Affairs Manager, Fely Garcia. The intern was an undergraduate student enrolled at the University of Texas at Austin . The focus of this internship was concentration on the organization of several Community events. Assisted on the research of community events, assisted organizing FCC files, assisted on the weekend events and helped with the community calendar.

UNIVISION COMMUNICATIONS INC.

Internship Agreement  
(Not for use in CA and NJ)

Name of Student Intern Rosa Elena Pruneda  
College / University Name The University of Texas at Austin  
Academic Adviser Xavier Oaks (Internal Transfer Advisor)  
Mailing Address \_\_\_\_\_  
Email Address Xavier.Oaks@austin.utexas.edu  
Internship Start and End Dates January 2012 - May 2012  
Univision Department Marketing Promotions Location Austin Division UTC  
Manager's Name Fely Garcia Title Public Affairs Manager

The following confirms our company's agreement of the terms of your internship at Univision.

This is an unpaid internship for college credit, should your school allow it. If your school does allow for college credit, it is your responsibility to coordinate with your school to obtain college credit. Your participation in the internship program does not guarantee you regular employment with Univision at the completion of your internship.

You will be assigned a manager who will instruct and supervise you during your internship. At the completion of your internship, your sponsoring department will provide you with an acknowledgment of your participation and brief description of your experience including the length of the term and the number of hours per week. It is your responsibility to provide a copy of this Acknowledgment to your academic advisor.

During your internship, you may have access to and become acquainted with trade secrets and confidential information which are very valuable and owned by the company or related entities (the "Information"). You may use the Information only to accomplish company business. During and after the end of your internship, you will refrain from using the Information for any purpose or from revealing or giving it to others. You need to maintain the Information confidential at all times, even after the conclusion of your internship.

As a broadcaster, Univision is subject to certain government regulations, such as the Federal Communications Act. Because of these regulations, Univision requires that during your internship you not accept any favors, loans, entertainment or compensation from anyone seeking to air any broadcast material. You may also be required to complete certain certifications required by the government.

Your signature below will signify that you have read and understood the terms of the internship described above and agree to follow them.

Rosa E. Pruneda

(Student's Signature)

**Instructions to Manager:**

You are required to send a copy of this executed agreement to the student's academic advisor at the beginning of the internship. A second copy must be sent to your local Regional Human Resources Department.



COLLEGE OF EDUCATION  
THE UNIVERSITY OF TEXAS AT AUSTIN

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*Office of the Dean • George I Sanchez Building 216 • 1 University Station D5001 • Austin, Texas 78712  
(512) 471-3223 • FAX (512) 475-8159*

November 14, 2011

Fely Garcia  
Community Affairs/Sales Promotions Manager  
KAKW/KTFO  
Univision/Telefutura

RE: Rosa Pruneda

Dear Ms. Garcia,

Rosa Pruneda has contacted me regarding her internship position with you this spring. I can verify for you she is currently enrolled as a student in the College of Education for fall semester 2011. She has also registered for courses for spring semester 2012.

I hope you enjoy working with her! I find Rosa to be a delightful, hard-working student.

Best wishes,

A handwritten signature in black ink that reads "Sue Holzaepfel".

Sue Holzaepfel, M.ED  
Senior Academic Counselor

# UNIVISION COMMUNICATIONS INC.

## Internship Acknowledgement

Name of Student Intern Rosa Elena Pruneda

College / University Name The University of Texas at Austin

Internship Term:

Start and End Dates Spring 2012 Semester Hours per week \_\_\_\_\_

### Instructions to Manager:

*This form is to be completed at the end of the internship period and provided to the student.*

The following confirms that the student named above participated in Univision's Internship Program. During the internship, the student participated (took part) in the following projects and assignments:

<u>Fely Carran</u>	<u>Community Relations / Promotions Manager</u>	
Manager's Name	Title	
<u>Promotions</u>	<u>Austin</u>	<u>UTA</u>
Department	Location	Division

### Instructions to Student Intern:

This is a confirmation of your internship with Univision. You are required to provide a copy of this Acknowledgement to your academic advisor.

UNIVISION COMMUNICATIONS INC.

Internship Agreement  
(Not for use in CA and NJ)

Name of Student Intern Ingrid Quiroz  
College / University Name University of Texas at Austin  
Academic Adviser Ronda C. Barnett  
Mailing Address \_\_\_\_\_  
Email Address ronda.barnett@austin.utexas.edu  
Internship Start and End Dates 8/31 -  
Univision Department Promotions Location Austin Division TV  
Manager's Name Fey Curcin Title Public Relations

The following confirms our company's agreement of the terms of your internship at Univision.

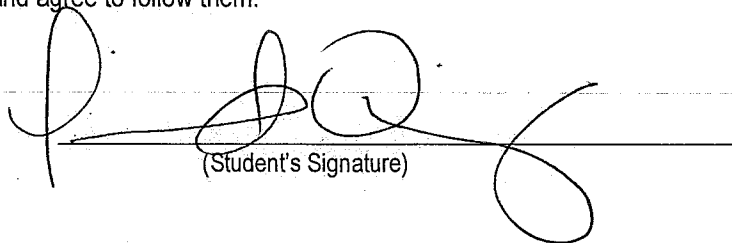
This is an unpaid internship for college credit, should your school allow it. If your school does allow for college credit, it is your responsibility to coordinate with your school to obtain college credit. Your participation in the internship program does not guarantee you regular employment with Univision at the completion of your internship.

You will be assigned a manager who will instruct and supervise you during your internship. At the completion of your internship, your sponsoring department will provide you with an acknowledgment of your participation and brief description of your experience including the length of the term and the number of hours per week. It is your responsibility to provide a copy of this Acknowledgment to your academic advisor.

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Your signature below will signify that you have read and understood the terms of the internship described above and agree to follow them.

  
(Student's Signature)

**Instructions to Manager:**

You are required to send a copy of this executed agreement to the student's academic advisor at the beginning of the internship. A second copy must be sent to your local Regional Human Resources Department.

# UNIVISION COMMUNICATIONS INC.

## Internship Acknowledgement

Name of Student Intern

Ingrid Quinor

College / University Name

University of Texas at Austin

Internship Term:

Start and End Dates

8/30/12

Hours per week

20/22

### Instructions to Manager:

*This form is to be completed at the end of the internship period and provided to the student.*

The following confirms that the student named above participated in Univision's Internship Program. During the internship, the student participated (took part) in the following projects and assignments:

Fely Garcia

Manager's Name

Community Relations Promotions Mgr

Title

Promotions

Department

Austin

Location

UTG

Division

### Instructions to Student Intern:

This is a confirmation of your internship with Univision. You are required to provide a copy of this Acknowledgement to your academic advisor.

**UNIVISION COMMUNICATIONS INC.**  
**Internship Acknowledgement**

Name of Student Intern DENYA TOMAN  
College / University Name AUSTIN COMMUNITY COLLEGE  
Internship Term:  
Start and End Dates 8/19/12 Hours per week 12/21/12

**Instructions to Manager:**

*This form is to be completed at the end of the internship period and provided to the student.*

The following confirms that the student named above participated in Univision's Internship Program. During the internship, the student participated (took part) in the following projects and assignments:

<u>Fely Gmecth</u>	<u>Community Affairs/Promotions Manager</u>	
Manager's Name	Title	
<u>Promotions</u>	<u>Austin</u>	<u>UTS</u>
Department	Location	Division

**Instructions to Student Intern:**

This is a confirmation of your internship with Univision. You are required to provide a copy of this Acknowledgement to your academic advisor.



UNIVISION COMMUNICATIONS INC.

Internship Agreement  
(Not for use in CA and NJ)

Name of Student Intern DENYA TOMAN

College / University Name AUSTIN COMMUNITY COLLEGE

Academic Adviser \_\_\_\_\_

Mailing Address \_\_\_\_\_

Email Address \_\_\_\_\_

Internship Start and End Dates \_\_\_\_\_

Univision Department Promotions Location Austin Division UTG

Manager's Name FELY GARCIA Title MARKETING/COMMUNITY AFFAIRS  
MANAGER

The following confirms our company's agreement of the terms of your internship at Univision.


This is an unpaid internship for college credit, should your school allow it. If your school does allow for college credit, it is your responsibility to coordinate with your school to obtain college credit. Your participation in the internship program does not guarantee you regular employment with Univision at the completion of your internship.

You will be assigned a manager who will instruct and supervise you during your internship. At the completion of your internship, your sponsoring department will provide you with an acknowledgment of your participation and brief description of your experience including the length of the term and the number of hours per week. It is your responsibility to provide a copy of this Acknowledgment to your academic advisor.

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Your signature below will signify that you have read and understood the terms of the internship described above and agree to follow them.

  
(Student's Signature)

**Instructions to Manager:**

You are required to send a copy of this executed agreement to the student's academic advisor at the beginning of the internship. A second copy must be sent to your local Regional Human Resources Department.

UNIVISION COMMUNICATIONS INC.

Internship Agreement  
(Not for use in CA and NJ)

Name of Student Intern Carola Guerrero  
College / University Name University of Texas at Austin  
Academic Adviser Wendy Boggs  
Mailing Address 201 E. 21st Street # W0329  
Email Address carolaquerrero@live.com  
Internship Start and End Dates 1/23/12 - 5/23/12  
Univision Department News Location Austin Division UT 6  
Manager's Name Ismael Martinez Title News Director

The following confirms our company's agreement of the terms of your internship at Univision.

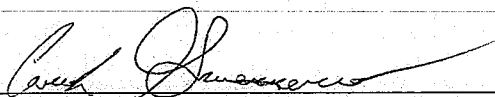
This is an unpaid internship for college credit, should your school allow it. If your school does allow for college credit, it is your responsibility to coordinate with your school to obtain college credit. Your participation in the internship program does not guarantee you regular employment with Univision at the completion of your internship.

You will be assigned a manager who will instruct and supervise you during your internship. At the completion of your internship, your sponsoring department will provide you with an acknowledgment of your participation and brief description of your experience including the length of the term and the number of hours per week. It is your responsibility to provide a copy of this Acknowledgment to your academic advisor.

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Your signature below will signify that you have read and understood the terms of the internship described above and agree to follow them.

  
(Student's Signature)

**Instructions to Manager:**

You are required to send a copy of this executed agreement to the student's academic advisor at the beginning of the internship. A second copy must be sent to your local Regional Human Resources Department.

## Blanca Gaytan

---

**From:** Ismael Martinez  
**Sent:** Thursday, February 09, 2012 10:12 AM  
**To:** Blanca Gaytan  
**Subject:** FW: KAKW News Intern Carola Guerrero  
**Attachments:** Carola Internship Agreement.pdf

Here you go...

Ismael Martinez | News Director | Noticias Univision 62 | Univision Communications Inc. | 2233 W. North Loop  
Boulevard, Austin, TX 78756  
Direct: (512) 533-2895 | Mobile: (512) 563-6959 | Fax: (512) 533-2885 | [ismartinez@univision.net](mailto:ismartinez@univision.net) | <http://www.univisionaustin.com>



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**From:** Ismael Martinez  
**Sent:** Wednesday, February 08, 2012 4:39 PM  
**To:** 'wendy.boggs@austin.utexas.edu'  
**Cc:** Lydia Luna-Buchmann  
**Subject:** KAKW News Intern Carola Guerrero

Dear Wendy Boggs,  
I hope you are doing well.

My name is Ismael Martinez and I'm the news director at KAKW Univision Austin.

I'm writing to inform you that Carola Guerrero, a Broadcast Journalism student, is currently our intern in our news department during this Spring semester.

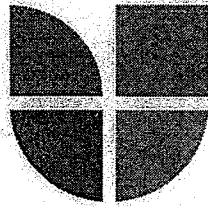
Her internship is scheduled to end on May 23, 2012.

I attached the internship agreement form that includes more details about our internship program.

Please let me know if you have any questions.

Sincerely,

Ismael Martinez  
(512) 533-2895  
KAKW News Austin



# UNIVISION 62

## A U S T I N

KAKW-KTFO  
NEWS INTERN

Name of coach: Ismael Martinez

Title of Coach: News Director

**Best Candidates: Students majoring in Broadcast Journalism, Photojournalism, and Mass Communications.**

KAKW Univision Austin is looking for talented and hard working students interested in learning and working in a broadcast news environment. The aim of KAKW's internship program is to expose college students to the daily demands and challenges in news operations and to provide as much hands on opportunity as possible.

The duration of the internship is synchronized with the academic term of the student's semesters. Each intern is interviewed and accepted by a specific department.

The position is unpaid, but class credit is available.

### **Interns will:**

- Learn and receive hands-on skills relevant to broadcast news
- Train in critical thinking, writing, reporting, and producing
- Gain the opportunity to produce reports
- Complete a demo reel with their reports and work

### **Duties include:**

- Participating in assignments and editorial meetings
- Shadowing reporters, photographers, and production personnel
- Maintaining news video archive and contacts lists
- Helping with station events and promotions

### **Qualifications:**

Applications for internships are accepted from students currently enrolled at a college or university. Students must provide proof of their enrollment from their academic, or internship advisor.

Please submit resume to Ismael Martinez, News Director at:  
[ismartinez@univision.net](mailto:ismartinez@univision.net)

UNIVISION COMMUNICATIONS INC.

Internship Agreement  
(Not for use in CA and NJ)

Name of Student Intern Juan Carlos Garcia  
College / University Name Texas State University  
Academic Adviser Kathleen Harris  
Mailing Address old Main 102d, 1001 University Dr. San Marcos, TX  
Email Address mh67@txstate.edu 786666  
Internship Start and End Dates 01/09/2012 — 06/09/2012  
Univision Department News Location Austin Division News  
Manager's Name Ismael Martinez Title News Director

The following confirms our company's agreement of the terms of your internship at Univision.

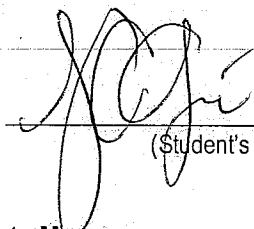
This is an unpaid internship for college credit, should your school allow it. If your school does allow for college credit, it is your responsibility to coordinate with your school to obtain college credit. Your participation in the internship program does not guarantee you regular employment with Univision at the completion of your internship.

You will be assigned a manager who will instruct and supervise you during your internship. At the completion of your internship, your sponsoring department will provide you with an acknowledgment of your participation and brief description of your experience including the length of the term and the number of hours per week. It is your responsibility to provide a copy of this Acknowledgment to your academic advisor.

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Your signature below will signify that you have read and understood the terms of the internship described above and agree to follow them.



(Student's Signature)

**Instructions to Manager:**

You are required to send a copy of this executed agreement to the student's academic advisor at the beginning of the internship. A second copy must be sent to your local Regional Human Resources Department.

## Blanca Gaytan

---

**From:** Lydia Luna-Buchmann  
**Sent:** Wednesday, February 08, 2012 11:19 AM  
**To:** Blanca Gaytan  
**Subject:** FW: KAKW News Intern Juan Carlos Garcia

Also keep on file for same intern.

Lydia Luna-Buchmann | Business Manager/Controller | Univision 41 - TeleFutura 17 | 411 E. Cesar E. Chavez Blvd., San Antonio, TX 78204

Direct: (210) 242-7426 | Mobile: (210) 240-2927 | Fax: (210) 242-7428 | [lydia@univision.net](mailto:lydia@univision.net) | <http://www.univision41.com>



TELEFUTURA  
SAN ANTONIO

---

**From:** Ransleben, Kathleen [<mailto:mh67@txstate.edu>]  
**Sent:** Wednesday, February 08, 2012 11:14 AM  
**To:** Ismael Martinez; Kaufman, Charles O  
**Cc:** Lydia Luna-Buchmann  
**Subject:** RE: KAKW News Intern Juan Carlos Garcia

I'm going to forward this to Chuck Kaufman, our internship coordinator.

*Kathleen Ransleben*

Academic Advisor  
School of Journalism and Mass Communication- Old Main 102  
Texas State University-San Marcos  
Office: 512-245-2656/Fax: 512-245-7649  
[www.masscomm.txstate.edu](http://www.masscomm.txstate.edu)

---

**From:** Ismael Martinez [<mailto:ismartinez@UNIVISION.net>]  
**Sent:** Wednesday, February 08, 2012 11:13 AM  
**To:** Ransleben, Kathleen  
**Cc:** Lydia Luna-Buchmann  
**Subject:** KAKW News Intern Juan Carlos Garcia

Dear Kathleen,

I hope you are doing well.

My name is Ismael Martinez and I'm the news director at KAKW Univision Austin.

I'm writing to inform you that Juan Carlos Garcia, Mass Communication Junior, is currently our intern in our news department during this Spring semester.

His internship ends on May 9, 2012.

Please let me know if you have any questions.

Sincerely,

Ismael Martinez  
(512) 533-2895  
KAKW News Austin

Ismael Martinez | News Director | Noticias Univision 62 | Univision Communications Inc. | 2233 W. North Loop Boulevard, Austin, TX 78756

Direct: (512) 533-2895 | Fax: (512) 533-2885 | [ismartinez@univision.net](mailto:ismartinez@univision.net) | <http://www.univisionaustin.com>





**KAKW-KTFO  
NEWS INTERN**

**Name of coach: Ismael Martinez  
Title of Coach: News Director**

**Best Candidates: Students majoring in Broadcast Journalism, Photojournalism, and Mass Communications.**

KAKW Univision Austin is looking for talented and hard working students interested in learning and working in a broadcast news environment. The aim of KAKW's internship program is to expose college students to the daily demands and challenges in news operations and to provide as much hands on opportunity as possible.

The duration of the internship is synchronized with the academic term of the student's semesters. Each intern is interviewed and accepted by a specific department.

The position is unpaid, but class credit is available.

**Interns will:**

- Learn and receive hands-on skills relevant to broadcast news
- Train in critical thinking, writing, reporting, and producing
- Gain the opportunity to produce reports
- Complete a demo reel with their reports and work

**Duties include:**

- Participating in assignments and editorial meetings
- Shadowing reporters, photographers, and production personnel
- Maintaining news video archive and contacts lists
- Helping with station events and promotions

**Qualifications:**

Applications for internships are accepted from students currently enrolled at a college or university. Students must provide proof of their enrollment from their academic, or internship advisor.

Please submit resume to Ismael Martinez, News Director at:  
[ismartinez@univision.net](mailto:ismartinez@univision.net)

UNIVISION COMMUNICATIONS INC.

Internship Agreement  
(Not for use in CA and NJ)

Name of Student Intern JUAN CARLOS GARCIA  
College / University Name TEXAS STATE UNIVERSITY  
Academic Adviser KATHLEEN HARRIS  
Mailing Address Old Main 102d, 1601 University Dr. San Marcos, TX  
Email Address mh67@txstate.edu 786666  
Internship Start and End Dates 01/09/2012 — 06/09/2012  
Univision Department News Location Austin Division News  
Manager's Name Ismael Martinez Title News Director

The following confirms our company's agreement of the terms of your internship at Univision.

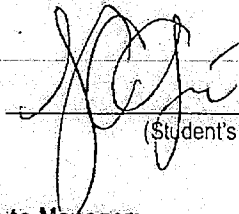
This is an unpaid internship for college credit, should your school allow it. If your school does allow for college credit, it is your responsibility to coordinate with your school to obtain college credit. Your participation in the internship program does not guarantee you regular employment with Univision at the completion of your internship.

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During your internship, you may have access to and become acquainted with trade secrets and confidential information which are very valuable and owned by the company or related entities (the "Information"). You may use the Information only to accomplish company business. During and after the end of your internship, you will refrain from using the Information for any purpose or from revealing or giving it to others. You need to maintain the Information confidential at all times, even after the conclusion of your internship.

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Your signature below will signify that you have read and understood the terms of the internship described above and agree to follow them.



(Student's Signature)

**Instructions to Manager:**

You are required to send a copy of this executed agreement to the student's academic advisor at the beginning of the internship. A second copy must be sent to your local Regional Human Resources Department.





## Student Intern - Emergency Contact Sheet

Last Name: García First Name: Juan Carlos

Department: News Location: Austin

Coach/Supervisor: Ismael Martinez

Home Address: 1201 Batavia dr.

City: Rugerville State: TX Zip: 78660

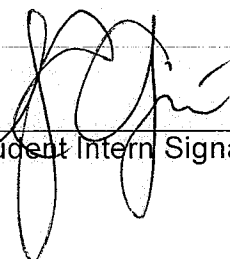
Home Phone (512) 909-2269 Cellular Phone ( ) same as home

Personal E-mail Address: carlosbgarcia9@gmail.com

Name of Emergency Contact: Mauricio Samient Relationship: step-dad

Emergency Day Phone (512) 203-4068

Emergency Evening Phone (512) 228-1541

  
Student Intern Signature

January 9<sup>th</sup>, 2012  
Date

UNIVISION COMMUNICATIONS INC.

Internship Agreement  
(Not for use in CA and NJ)

Name of Student Intern JUAN CARLOS GARCIA  
College / University Name TEXAS STATE UNIVERSITY  
Academic Adviser KATHLEEN HARRIS - CHUCK KAUFMAN (Internship coordinator)  
Mailing Address old Main 102d, 1001 University Dr. San Marcos, TX  
Email Address mh670@txstate.edu 796666  
Internship Start and End Dates 01/09/2012 — 06/09/2012  
Univision Department News Location Austin Division News  
Manager's Name Ismael Martinez Title News Director

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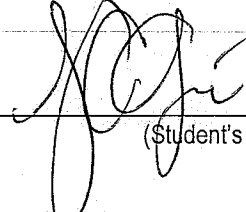
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(Student's Signature)

**Instructions to Manager:**

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## KAKW INTERNSHIP DESCRIPTION

Best Candidates: **Students majoring in Broadcast Journalism, Photojournalism, and Mass Communications.**

KAKW Univision Austin is looking for talented and hard working students interested in learning and working in a news department. The aim of KAKW's internship program is to expose college students to the daily demands and challenges in news operations and to provide as much hands on opportunity as possible.

The duration of the internship is synchronized with the academic term of the student's semesters. Each intern is interviewed and accepted by a specific department.

The position is unpaid, but class credit is available.

Interns will:

- Learn and receive hands-on skills relevant to broadcast news.
- Train in critical thinking, writing, reporting, and producing.
- Earn the opportunity to produce reports
- Complete a demo reel with their reports and work

Duties include:

- Participating in assignments and editorial meetings
- Shadowing reporters, photographers, and production personnel
- Maintaining news video archive and contacts lists
- Helping with station events and promotions

Qualifications:

Applications for internships are accepted from students currently enrolled at a college or university. Students must provide proof of their enrollment from their academic, or internship advisor.

Application Procedure:

In order to be considered a candidate for our program, KAKW must receive:

- Resume & Cover Letter
- Proof of school enrollment

The information contained in this e-mail and any attached documents may be privileged, confidential and protected from disclosure. If you are not the intended recipient you may not read, copy, distribute or use this information. If you have received this communication in error, please notify the sender immediately by replying to this message and then delete it from your system.

## Blanca Gaytan

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**From:** Ismael Martinez  
**Sent:** Wednesday, February 08, 2012 11:26 AM  
**To:** Blanca Gaytan  
**Subject:** FW: KAKW News Intern Juan Carlos Garcia

Ismael Martinez | News Director | Noticias Univision 62 | Univision Communications Inc. | 2233 W. North Loop  
Boulevard, Austin, TX 78756  
Direct: (512) 533-2895 | Mobile: (512) 563-6959 | Fax: (512) 533-2885 | [ismartinez@univision.net](mailto:ismartinez@univision.net) | <http://www.univisionaustin.com>



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**From:** Ransleben, Kathleen [<mailto:mh67@txstate.edu>]  
**Sent:** Wednesday, February 08, 2012 11:14 AM  
**To:** Ismael Martinez; Kaufman, Charles O  
**Cc:** Lydia Luna-Buchmann  
**Subject:** RE: KAKW News Intern Juan Carlos Garcia

I'm going to forward this to Chuck Kaufman, our internship coordinator.

*Kathleen Ransleben*

Academic Advisor  
School of Journalism and Mass Communication- Old Main 102  
Texas State University-San Marcos  
Office: 512-245-2656/Fax: 512-245-7649  
[www.masscomm.txstate.edu](http://www.masscomm.txstate.edu)

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**From:** Ismael Martinez [<mailto:ismartinez@UNIVISION.net>]  
**Sent:** Wednesday, February 08, 2012 11:13 AM  
**To:** Ransleben, Kathleen  
**Cc:** Lydia Luna-Buchmann  
**Subject:** KAKW News Intern Juan Carlos Garcia

Dear Kathleen,

I hope you are doing well.

My name is Ismael Martinez and I'm the news director at KAKW Univision Austin.

I'm writing to inform you that Juan Carlos Garcia, Mass Communication Junior, is currently our intern in our news department during this Spring semester.

His internship ends on May 9, 2012.

Please let me know if you have any questions.

Sincerely,

Ismael Martinez  
(512) 533-2895  
KAKW News Austin

Ismael Martinez | News Director | Noticias Univision 62 | Univision Communications Inc. | 2233 W. North Loop  
Boulevard, Austin, TX 78756  
Direct: (512) 533-2895 | Fax: (512) 533-2885 | [ismartinez@univision.net](mailto:ismartinez@univision.net) | <http://www.univisionaustin.com>



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UNIVISION COMMUNICATIONS INC.

Internship Agreement  
(Not for use in CA and NJ)

Name of Student Intern Laura Marcela Galb  
College / University Name Austin Community College  
Academic Adviser \_\_\_\_\_  
Mailing Address 171 Oak River Drive, Cedar Creek, Tx.  
Email Address marcelalaura29@hotmail.com  
Internship Start and End Dates 10-08-2012 / 02-18-2013  
Univision Department Production Location UTG/AUSTIN Division UTG  
Manager's Name Robert Robledo Title Operations Mgr.

The following confirms our company's agreement of the terms of your internship at Univision.

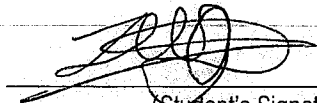
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(Student's Signature)

**Instructions to Manager:**

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**UNIVISION COMMUNICATIONS INC.**  
**Internship Acknowledgement**

Name of Student Intern Laura Gallo  
College / University Name Austin Community College  
Internship Term:  
Start and End Dates 10-08-2012/02-08-2013 Hours per week 20 hours

**Instructions to Manager:**

*This form is to be completed at the end of the internship period and provided to the student.*

The following confirms that the student named above participated in Univision's Internship Program. During the internship, the student participated (took part) in the following projects and assignments:

Manager's Name	Title	
Department	Location	Division

**Instructions to Student Intern:**

This is a confirmation of your internship with Univision. You are required to provide a copy of this Acknowledgement to your academic advisor.