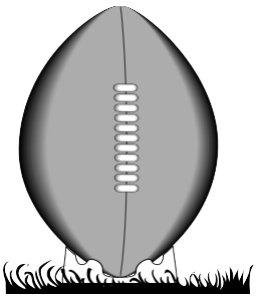
GUIDELINES FOR PREPARING

TURFGRASS MANAGEMENT INTERNSHIP

FINAL REPORT



FINAL REPORT

DUE 1st MONDAY FOLLOWING THE START OF FALL CLASSES BY 5:00PM- NO EXCEPTIONS.
13 WEEKS REQUIRED FOR FULL CREDIT
SUBMIT REPORT (IN PERSON) TO DR. EBDON (415 PAIGE LAB)

ALL REPORTS MUST BE TYPED. NO HAND WRITTEN REPORTS ACCEPTED.

Guidelines: 12 point type, double spaced, 1 inch margins, header and footer not to exceed 1.5 inches.

GRADING OF COOPERATIVE WORK TRAINING FINAL REPORT:

Section 1: General golf course (or facility) information. **5%**

Daily log book: Should be complete, neat, and detailed. **20%**

Section 2: Weekly summaries. **25%**

Include appropriate description of problems and results of management practices.

Minimum of 1 page per summary-week, not to exceed 3 pages.

Problem descriptions: weeds, insects, diseases, or agronomic. **25%**

Three problem descriptions (3 of the 4) will be required. Include common and scientific name of pest (if any); symptoms, environmental conditions that favor the problem; management options (physical, cultural, chemical, biological) or solutions chosen and why; summary of the results. The purpose of these descriptions is to apply classroom knowledge and to interact with your supervisor. See attachment for organization of problem description.

Minimum of 2 pages for each problem, not to exceed 4 pages.

Overall summary: **10%**

Minimum of 3 pages, not to exceed 5 pages.

Composition: Spelling, grammar, organization, and presentation (photo gallery). **15%**

First page of the final report should be a title page. Title page must include the course (facility) name, address, phone number, supervisor's name, and your name.

SECTION 1

Section 1 should begin on page two and should be no longer than two pages. This section should contain general information about the course (or facility) and will provide an overview of the type of course you are involved with. The overview will help to put the remainder of your report into the proper perspective. List information such as:

Type of course- number of holes, private, daily fee, etc.

Golf course architect- year the course was built, dates and extent of any major renovations.

Turfgrass species present- greens, tees, fairways, and roughs; height of cut of each.

Employees- list of how many are involved in golf course maintenance: superintendent, assistants, foremen, arborist, mechanics, specialist (irrigation, spray technicians, etc.), seasonal workers, full time laborers, others.

Irrigation design- automatic, quick couplers, city water, GPM pump capacity, etc.

Budget (if available)-Operating budget, capital improvements, new equipment, etc.

General levels of turf maintenance- mowing, fertilization, irrigation, cultivation, fungicide, herbicide, and insecticide schedules.

Tournament history

Number of annual rounds

Cart use- how many, and the extent of damage.

Include any other information which you feel will help to describe the type or level of management at the facility.

SECTION 2

This section will represent the majority of your report and should immediately follow Section 1. In order to gather information for this section of the report, **YOU SHOULD KEEP A DAILY LOG OF ACTIVITIES THAT ARE PERFORMED AT THE FACILITY**. This log should include all major turf maintenance activities and projects, not just those that you were involved with.

Section 2 will consist of weekly summaries of your daily activities. These weekly summaries should discuss the important turf maintenance practices which occurred during that week. Include information such as:

- Materials used and at what rates.
- How were they applied? Were they watered in?
- Why was the application/cultural practice necessary?
- Were there alternative methods that could have been used. If so, why did the superintendent decide against them?
- Were there any adverse effects of any treatment/cultural practice?
- What were the results of the practice? Was the problem corrected, or were additional treatments required?

These weekly summaries should be concise and to the point, but should contain sufficient detail to explain what went on and that you understood why it is done. Generally, each weekly summary should be a minimum of 1 page and not exceeding 3 pages in length. Additionally, the weekly summaries should include information about the success of previous maintenance procedures or cultural practices.

EXAMPLES OF THE TYPE OF MAINTENANCE/CULTURAL PRACTICES THAT SHOULD BE INCLUDED

Fertilization practices- What materials were applied? How often? How much slow release N is used? Do they spoon-feed greens? Do they use iron? If so, what type, when, and to what areas?

Liming program- What materials were applied, when, and at what rates? Do they cultivate before application? What areas are limed and how often do they check
soil pH?

Irrigation program- When do they irrigate and how do they schedule irrigation events (to prevent stress, base on ET). Do they syringe? How much does it cost to irrigate?

Top dressing program- Do they topdress on a regular schedule? What do they use and do they have a particle size analysis performed on the material? How do they apply the material? What does their material cost and who is their supplier?

Pest problems- Weeds, insects, and diseases. What are some of the most serious problems? What chemical/cultural practices are used to manage these pests? Specific rates and conditions of the application should be included in the weekly summaries (if the same materials are used frequently, just give specific details the first time).

Sand trap maintenance- How often are sand traps raked, and are they prepared mechanically or by hand raking? How often is it necessary to add sand? Do they use trap liners? Is the surrounding area designed to prevent wash out?

Special problems- Include any special programs: plant growth regulator use, tournament preparation, extensive redesign, irrigation redesign/ additions, tree programs, aerification programs, etc.

Include any other practices that you feel are important!

NON-REPORT INFORMATION AND EXPERIENCE

In addition to the final report, daily/weekly logs, and pest problem descriptions, you should try to get involved in management-related aspects of running a facility. The following activities would be helpful if they can be arranged with the superintendent:

- Sit on a green committee meeting with your superintendent.

- Find out how the superintendent schedules and prioritizes their work force.
- How the superintendent hires and fires employees?
- Learn to measure greens.
- Run through some calculations with the specialist responsible for determining material rates and equipment calibration.
- Determining cup location/changing cups; backlapping and reel sharpening, etc.

Organization of problem description (choose 3 of 4).

DESCRIPTION	WEEDS	INSECTS	DISEASE	AGRONOMIC
Common name, genus and species:				
Environmental condition favoring problem:				
Management option:				
Solution chosen and why?				
Summary of results:				