**Preparing to work abroad - Internship guide**

1. Carry out research to find a work placement.
2. Improve your business language skills.
3. Apply for the internship:

- CV/ Europass CV

- Letter of application

- Job interview

1. Collect information about:

- Country (cultural habits) where you are going to work

- Company

1. Organize:

* Passport/Visa
* Insurance
* Trip (flight etc.)
* Accommodation