



TRAINING/INTERNSHIP PLACEMENT PLAN

Exchange Visitor (surname/primary, given name)

Jang, Hyeonjin	SEVIS ID: N0032892580
Email Address: Janghj9603@gmail.com	Program Sponsor: ODYSSEY International Exchange
Category: Trainee	Program Number: P-4-29242
Occupational Category: Management, Business, Commerce and Finance	Training/Internship Dates: 05/16/2022 - 11/15/2023

Additional Participant Details

Current Field of Study/Profession:	Management	Type of Degree or Certificate:	Bachelors Degree
Experience in Field:	1	Date Awarded or Expected:	02/21/2020

Host Organization

Phases: 5

Host Organization Name:	Orange Circle Studio Corporation dba Studio Oh!	Employer ID Number:	264768793
Address:	8687 Research Drive, 150, Irvine, California (CA), 92618	Worker's Comp Policy:	yes, Technology Insurance Company
Number of FT Employees Onsite at Location:	60	Worker's Comp for Exchange Visitor:	Yes
Annual Revenue:	\$25 Million or More	Exchange Visitor Hours per week:	40
Website URL:	https://orangecirclestudio.com/	Stipend:	Yes, 16.00 Per Hour
Main Program Supervisor/POC:	Wang, Cheryl Controller cherylw@orangecirclestudio.com Phone: 949-727-0800	Non-Monetary Compensation Value:	

Certifications

Trainee/Intern

I certify that:

1. I have reviewed, understand, and will follow this Training/Internship Placement Plan (T/IPP);
2. I am entering into this Exchange Visitor Program in order to participate as a Trainee or Intern as delineated in this T/IPP and not simply to engage in labor or work within the United States.
3. I understand that the intent of the Exchange Visitor Program is to allow me to enhance my skills and gain exposure to U.S. culture and business in a way that will be useful to me when I return home upon completion of my program.
4. I understand that my internship/training will take place only at the organization listed on this T/IPP and that working at another organization while on the Exchange Visitor Program is prohibited.
5. I will contact the Sponsor at the earliest available opportunity regarding any concerns, changes in, or deviations from this T/IPP.
6. I will respond in a timely way to all inquiries and monitoring activities of my sponsor.
7. I will follow all of my sponsor's guidelines required for my participation in my program.
8. I will contact the U.S. Department of State's Bureau of Educational and Cultural Affairs (ECA) at the earliest possible opportunity if I believe that my sponsor or supervisor (as set forth on page 3, section 4), is not providing me with a legitimate internship or training, as delineated on my T/IPP; and
9. I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. The law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.

Date:

Signature of Jang, Hyeonjin

mm/dd/yyyy

Sponsor

1. I have reviewed, understand, and will ensure that the Supervisor (as set forth on page 3, section 4) follows this Training/Internship Placement Plan (T/IPP) regarding the Trainee or Intern listed above;
2. I will notify the designated U.S. Department of State's Bureau of Educational and Cultural Affairs (ECA) at the earliest available opportunity regarding any concerns about, changes in, or deviations from this Training/Internship Placement Plan (T/IPP), including, but not limited to, changes of Supervisor or host organization;
3. I will adhere to all applicable regulatory provisions that govern this program (see 22 CFR Part 62), including, but are not limited to, the following:
 - a. I will ensure that the Trainee or Intern named in this T/IPP receives continuous on-site supervision and mentoring by experienced and knowledgeable staff;
 - b. I have confirmed with the Supervisor or host organization representative that sufficient resources, plant, equipment, and trained personnel will be available to provide the specified training or internship program set forth in this T/IPP;
 - c. I will ensure that the Trainee or Intern named in this T/IPP obtains skills, knowledge, and competencies through structured and guided activities such as classroom training, seminars, rotation through several departments, on-the-job training, attendance at conferences, and similar learning activities, as appropriate in specific circumstances
 - d. I will ensure that the Trainee or Intern named in this T/IPP does not displace full-or part-time temporary or permanent American workers or serve to fill a labor needed and ensure that the position that the Trainee or Intern fills exists primarily to assist the Trainee or Intern in achieving the objectives of his or her participation in this training or internship program;
 - e. I certify that this training or internship meets all of the requirements of the Fair Labor Standards Act, as amended (29 U.S.C. 201 et seq.). I also certify that training or internships in the field of agriculture meet all requirements of the Migrant and Seasonal Worker Protection Act, as amended (29 U.S.C. 1801 et seq.)
 - f. I will notify the Department of State if I receive information regarding a serious problem or controversy involving the Trainee or Intern named in this T/IPP that could be expected to bring the Department of State, the Exchange Visitor Program, or the Sponsor's exchange visitor program into notoriety or disrepute; and
 - g. I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. The law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.

Choi, Rha Rhin
 Printed name of Responsible Officer or Alternate Responsible Officer

Date: _____
 mm/dd/yyyy

 Signature of Responsible Officer or Alternate Responsible Officer

ODYSSEY International Exchange
 Name of Sponsor Organization

P-4-29242
 Program Number

Privacy Act Statement

AUTHORITIES: The information is sought pursuant to Section 102 of the Mutual Educational and Cultural Exchange Act of 1961, as amended (the Fulbright-Hays Act)(22 U.S.C. 2452) which provides for the administration of the Exchange Visitor Program (J visa).

PURPOSE: The information solicited on this form will be used to provide clarity of training and intern programs offered by entities designated by the U.S. Department of State to conduct exchange visitor programs; for general statistical use; and to administer the Trainee and Intern categories of the Exchange Visitor Program.

ROUTINE USES: The information on this form may be shared with entities administering the program on behalf of the Department; federal, state, local, or foreign government entities for law enforcement purposes; to members of Congress in response to a request on your behalf . More information on the Routine Uses for the system can be found in the System of Records Notice State-08, Educational and Cultural Exchange Program Records.

DISCLOSURE: Participation in this program is voluntary; however, failure to provide the information may delay or prevent participation in the Exchange Visitor Program.

Paper Work Reduction Act

Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time required for searching existing data sources, gathering the necessary documentation, providing the information and/or documents required, and reviewing the final collection. You do not have to supply this information unless this collection displays a currently valid OMB control number. If you have comments on the accuracy of this burden estimate and/or recommendations for reducing it, please send them to: ECA/EC, SA-5, fifth Floor, U.S. Department of State, Washington, DC 20522.



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Jang, Hyeonjin	SEVIS ID: N0032892580
Email Address: Janghj9603@gmail.com	Program Sponsor: ODYSSEY International Exchange
Category: Trainee	Program Number: P-4-29242
Occupational Category: Management, Business, Commerce and Finance	Training/Internship Dates: 05/16/2022 - 11/15/2023

Each Training/Internship Placement Plan should cover a definite period of time and should consist of definite phases of training or tasks performed with a specific objective for each phase. The plan must also contain information on how the trainees/interns will accomplish those objectives (e.g. classes, individual instruction, shadowing). Each phase must build upon the previous phase to show a progression in the training/internship. A separate copy of pages 3 and 4 must be completed for each phase if applicable (e.g.; if the trainee/intern is rotating through different departments).

Host Organization

Host Organization Name: Orange Circle Studio Corporation dba Studio Oh!	Address: 8687 Research Drive, 150, Irvine, California (CA), 92618
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Phase Name: *Host Organization Introduction*

Phases: 1 of 5

Training/Internship Field: Business Administration and Management, General	Supervisor: Wang, Cheryl Controller cherylw@orangecirclestudio.com Phone: 949-727-0800
Start Date: 05/16/2022	
End Date: 05/31/2022	

Description of Trainee/Intern's role for this Program or Phase

The participant will receive an orientation, in which the participant will learn general operations of the business including merchandising logistics, sampling, and related research, which will ultimately help the participant understand the company's core business model. The participant contribution will also help the participant lay the foundation that will allow the participant to expand into other business applications in the later stages of the participant's training program.

Specific Goals and Objectives for this Program or Phase

The participant will develop a thorough knowledge of the host organization's products and environment. The participant will understand the focal point emphasized as to the uniqueness of the company's products. Throughout the phase, the participant will participate and coordinate with various departments to learn about their functions within the host organization and their respective roles and responsibilities.

Please list the names and titles of those who will provide continuous (for example, daily) supervision of the Trainee/Intern, including the primary supervisor. What are these persons' qualifications to teach the planned learning?

Cheryl Wang, Controller, graduated from UCLA with a Bachelor's Degree in Mathematics. Cheryl Wang has 20 years of experience in the industry and has been with the host organization for more than 5 years and is mainly responsible for the host organization's financial, payroll, forecasting, benefits, HR, and office management-related duties. She will be supervising the participant throughout the program.

What plans are in place for the Trainee/Intern to participate in cultural activities while in the United States?

The participant will be encouraged to join the host organization's welcome dinner and befriend her colleagues during this phase. The participant will also be invited to attend dinners and seasonal events located in the city.

What specific knowledge skills, or techniques will be learned?

The participant will adjust to the host's training environment and operations. The participant will become well-versed in the company's general functions, administration, staff responsibilities, work ethics, current projects, products, industry trends. The participant will also become knowledgeable at organizing data and correspondences using professional communication abilities and a demeanor suitable for the U.S. and international business environment.

How specifically will these knowledge, skills, or techniques be taught? Include specific tasks and activities (Interns) and/ or methodology of training and chronology/syllabus (Trainees).

The company will organize orientation sessions to train the participant and provide information about the organization. The participant will be receiving assignments from the supervisors and will be expected to complete within the given deadline. The participant will have access to samples, catalogs, design templates, and other materials for reference purposes. The supervisors will carefully review the participant's assignments for any mistakes and will provide critical feedback.

How will the Trainee/Intern's acquisition of new skills and competencies be measured?

Regular meetings will occur to go over the given assignments and the participant's skill acquisition. During production/business meetings, the host organization's senior staff

Exchange Visitor (surname/primary, given name)

Jang, Hyeonjin

SEVIS ID: N0032892580

will review the participant's performance and acquired skill sets. The supervisor will write an evaluation at the end of the phase based on the assessment.

Additional Phase Remarks

The exchange visitor will train a minimum of 32 hours and a maximum of 40 hours per week for the duration of the program. Overtime training is allowed provided that the training is optional, overtime rates apply according to local wage and labor requirements, and the assigned tasks are in-line with the content of the Training Plan.

Certifications

Phase Supervisor

I certify that:

1. I have reviewed, understand, and will follow this Training/Internship Placement Plan (T/IPP);
2. I will contact the Sponsor at the earliest possible opportunity if I believe that the Trainee or Intern is not receiving the type of training delineated on this T/IPP;
3. I will actively support the Sponsor by adhering to all applicable regulatory provisions that govern this program (see 22 CFR Part 62);
4. The Trainee or Intern named in this T/IPP will not displace full-or part-time, seasonal or permanent American workers, or serve to fill a labor need;
5. I will conduct the required periodic evaluations of the Trainee or Intern named in this T/IPP;
6. I will notify the designated Sponsor contact at the earliest available opportunity regarding any concerns about, changes in, or deviations from this T/IPP.
7. I will notify the Sponsor in the event of an emergency involving the Trainee or Intern named in this T/IPP, as well as any information that I receive about the Trainee or Intern that might have an effect on that exchange visitor's health, safety, or welfare;
8. I will notify the Sponsor if I receive information regarding a serious problem or controversy involving the Trainee or Intern named in this T/IPP that could be expected to bring the Department of State, the Exchange Visitor Program, or the Sponsor's exchange visitor program into notoriety or disrepute;
9. I am participating in this Exchange Visitor Program in order to provide the Trainee or Intern named in this T/IPP with training or an internship as delineated in this T/IPP;
10. I certify that this training or internship meets all the requirements of the Fair Labor Standards Act, as amended (29 U.S.C. 201 et seq.) I also certify that training or internships in the field of agriculture meet all requirements of the Migrant and Seasonal Worker Protection Act, as amended (29 U.S.C. 1801 et seq.).
11. I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. The law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.

Date:

Signature of Wang, Cheryl

mm/dd/yyyy



TRAINING/INTERNSHIP PLACEMENT PLAN

Exchange Visitor (surname/primary, given name)

Jang, Hyeonjin Email Address: Janghj9603@gmail.com Category: Trainee Occupational Category: Management, Business, Commerce and Finance	SEVIS ID: N0032892580 Program Sponsor: ODYSSEY International Exchange Program Number: P-4-29242 Training/Internship Dates: 05/16/2022 - 11/15/2023
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Each Training/Internship Placement Plan should cover a definite period of time and should consist of definite phases of training or tasks performed with a specific objective for each phase. The plan must also contain information on how the trainees/interns will accomplish those objectives (e.g. classes, individual instruction, shadowing). Each phase must build upon the previous phase to show a progression in the training/internship. A separate copy of pages 3 and 4 must be completed for each phase if applicable (e.g.; if the trainee/intern is rotating through different departments).

Host Organization

Host Organization Name: Orange Circle Studio Corporation dba Studio Oh!

Address: 8687 Research Drive, 150, Irvine, California (CA), 92618

Phase Name: *Sales Administrator*

Phases: 2 of 5

Training/Internship Field: Business Administration and Management, General

Start Date: 06/01/2022

End Date: 10/28/2022

Supervisor: Wang, Cheryl
Controller
cherylw@orangecirclestudio.com
Phone: 949-727-0800

Description of Trainee/Intern's role for this Program or Phase

During this phase, the participant will be assisting with fundamental responsibilities, such as corporate account coordination and customer relations. The participant's primary role is to support customer management and general business administration. The participant will incorporate her marketing experience in developing a strong and trusted relationship with customers through timely and accurate communications. Manage a high volume of customer calls to ensure excellent customer service and satisfaction.

Specific Goals and Objectives for this Program or Phase

During this phase, the participant will develop new business opportunities in every customer communication. Understand the company's business strategy set to promote and sell products to corporate accounts and individual customers and address customer problems and complaints to maximize their satisfaction. The participant will further enhance her communication, organization, and management skills.

Please list the names and titles of those who will provide continuous (for example, daily) supervision of the Trainee/Intern, including the primary supervisor. What are these persons' qualifications to teach the planned learning?

Cheryl Wang, Controller, graduated from UCLA with a Bachelor's Degree in Mathematics. Cheryl Wang has 20 years of experience in the industry and has been with the host organization for more than 5 years and is mainly responsible for the host organization's financial, payroll, forecasting, benefits, HR, and office management-related duties. She will be supervising the participant throughout the program.

What plans are in place for the Trainee/Intern to participate in cultural activities while in the United States?

The participant will participate in social gatherings, casual and business meals, and other meetings to know the U.S. business and cultural environment. The company will help the participant navigate nearby cultural events, activities, and online information. The participant will enjoy and experience the local U.S. culture during Memorial Day and the 4th of July holiday celebrations.

What specific knowledge skills, or techniques will be learned?

- Build relationships with key partners and customer groups for excellent service and generate repeat business.
- Resolve customer issues in accurate and timely manner.
- Maintain and update documents related to customer accounts and business reports.
- Effective sales management techniques.
- Coordinate calls, meetings and communications between management and customers.
- Project details & resource requirements
- Microsoft Office (Word, Excel, PowerPoint, Outlook)

How specifically will these knowledge, skills, or techniques be taught? Include specific tasks and activities (Interns) and/ or methodology of training and chronology/syllabus (Trainees).

The learning will mostly happen on-the-job training under supervision. The supervisor will monitor the participant's assignments and tasks and encourage active participation

Exchange Visitor (surname/primary, given name)

Jang, Hyeonjin

SEVIS ID: N0032892580

and expose the participant to the real-business situation to various issues and activities. The participant will act as a liaison between customers and the company. She will assist with customer inquiries complaints and help resolve issues via phone, email, mail, or social media. The participant will use the manual, former documents, templates to achieve the learning during the training.

How will the Trainee/Intern's acquisition of new skills and competencies be measured?

Regular meetings will occur in order to go over the given assignments and the participant's skill acquisition. During weekly meetings, the company's senior staff will review the participant's performance and acquired skill sets. Based on the assessment, the supervisor will write an evaluation at the end of the phase; adjustment can be made.

Additional Phase Remarks

Certifications

Phase Supervisor

I certify that:

1. I have reviewed, understand, and will follow this Training/Internship Placement Plan (T/IPP);
2. I will contact the Sponsor at the earliest possible opportunity if I believe that the Trainee or Intern is not receiving the type of training delineated on this T/IPP;
3. I will actively support the Sponsor by adhering to all applicable regulatory provisions that govern this program (see 22 CFR Part 62);
4. The Trainee or Intern named in this T/IPP will not displace full-or part-time, seasonal or permanent American workers, or serve to fill a labor need;
5. I will conduct the required periodic evaluations of the Trainee or Intern named in this T/IPP;
6. I will notify the designated Sponsor contact at the earliest available opportunity regarding any concerns about, changes in, or deviations from this T/IPP.
7. I will notify the Sponsor in the event of an emergency involving the Trainee or Intern named in this T/IPP, as well as any information that I receive about the Trainee or Intern that might have an effect on that exchange visitor's health, safety, or welfare;
8. I will notify the Sponsor if I receive information regarding a serious problem or controversy involving the Trainee or Intern named in this T/IPP that could be expected to bring the Department of State, the Exchange Visitor Program, or the Sponsor's exchange visitor program into notoriety or disrepute;
9. I am participating in this Exchange Visitor Program in order to provide the Trainee or Intern named in this T/IPP with training or an internship as delineated in this T/IPP;
10. I certify that this training or internship meets all the requirements of the Fair Labor Standards Act, as amended (29 U.S.C. 201 et seq.) I also certify that training or internships in the field of agriculture meet all requirements of the Migrant and Seasonal Worker Protection Act, as amended (29 U.S.C. 1801 et seq.).
11. I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. The law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.

Date:

Signature of Wang, Cheryl

mm/dd/yyyy



TRAINING/INTERNSHIP PLACEMENT PLAN

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Jang, Hyeonjin	SEVIS ID: N0032892580
Email Address: Janghj9603@gmail.com	Program Sponsor: ODYSSEY International Exchange
Category: Trainee	Program Number: P-4-29242
Occupational Category: Management, Business, Commerce and Finance	Training/Internship Dates: 05/16/2022 - 11/15/2023

Each Training/Internship Placement Plan should cover a definite period of time and should consist of definite phases of training or tasks performed with a specific objective for each phase. The plan must also contain information on how the trainees/interns will accomplish those objectives (e.g. classes, individual instruction, shadowing). Each phase must build upon the previous phase to show a progression in the training/internship. A separate copy of pages 3 and 4 must be completed for each phase if applicable (e.g.; if the trainee/intern is rotating through different departments).

Host Organization

Host Organization Name: Orange Circle Studio Corporation dba Studio Oh!	Address: 8687 Research Drive, 150, Irvine, California (CA), 92618
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Phase Name: Sales Strategy & Campaigns

Phases: 3 of 5

Training/Internship Field: Business Administration and Management, General	Supervisor: Wang, Cheryl Controller cherylw@orangecirclestudio.com Phone: 949-727-0800
Start Date: 10/29/2022	
End Date: 03/13/2023	

Description of Trainee/Intern's role for this Program or Phase

In this phase, the participant will build a complete perspective of the host organization's Sales & Marketing activities through continued observation, shadowing, and assistance the supervisor and her team members. She will train with the sales team to aid in achieving growth and hitting sales targets, designing and implementing a strategic sales plan that expands the host organization's customer base and ensures its strong presence.

Specific Goals and Objectives for this Program or Phase

The participant will develop and improve her sales and marketing abilities and analytical skills. She will first observe and learn from the supervisor and sales team. She will be responsible for managing corporate sales by developing business plans, meeting planned goals, and coordinating with other departments to achieve the sales plans and goals. She will also assist the sales manager with preparing sales reports and presenting them to senior management.

Please list the names and titles of those who will provide continuous (for example, daily) supervision of the Trainee/Intern, including the primary supervisor. What are these persons' qualifications to teach the planned learning?

Cheryl Wang, Controller, graduated from UCLA with a Bachelor's Degree in Mathematics. Cheryl Wang has 20 years of experience in the industry and has been with the host organization for more than 5 years and is mainly responsible for the host organization's financial, payroll, forecasting, benefits, HR, and office management-related duties. She will be supervising the participant throughout the program.

What plans are in place for the Trainee/Intern to participate in cultural activities while in the United States?

The participant is encouraged to travel to popular local landmarks and historical sites such as Salvation Mountain or Yosemite National Park. She will have a chance to experience Halloween during this phase and can attend some Halloween-themed nightlife events such as a costume party. She will also celebrate Thanksgiving, Christmas, and New Year's Eve with her friends and colleagues.

What specific knowledge skills, or techniques will be learned?

- Develop a business plan that covers sales, revenue and expense controls.
- Administer the company marketing and sales function to identify and develop new opportunities within existing and new customers for products and services.
- Prepare and present monthly, quarterly, and annual sales reports to senior management.
- Organize and support sales and marketing reporting.
- Research, develop and execute strategies to identify market opportunities.
- Estimate budgets, schedules production
- Strong organizational & communication skills

How specifically will these knowledge, skills, or techniques be taught? Include specific tasks and activities (Interns) and/ or methodology of training and chronology/syllabus (Trainees).

The supervisor and department members will guide the participant in order to learn the procedure of sales management properly. She will be given reading materials of real

Exchange Visitor (surname/primary, given name)

Jang, Hyeonjin

SEVIS ID: N0032892580

cases if needed or desired to gain more in-depth knowledge. The participant will administer and coordinate all aspects of company marketing functions, strategies, objectives, and initiatives. Supervisor and team members will be available if the participant has any questions or concerns and provide her feedback as she develops her skills.

How will the Trainee/Intern's acquisition of new skills and competencies be measured?

Regular meetings will occur to go over the given assignments and the participant's skill acquisition. During sales meetings, the company's senior staff will review the participant's performance and acquired skill sets. Based on the assessment, the supervisor completes and submits a mid-point evaluation at the end of this phase.

Additional Phase Remarks

Certifications

Phase Supervisor

I certify that:

1. I have reviewed, understand, and will follow this Training/Internship Placement Plan (T/IPP);
2. I will contact the Sponsor at the earliest possible opportunity if I believe that the Trainee or Intern is not receiving the type of training delineated on this T/IPP;
3. I will actively support the Sponsor by adhering to all applicable regulatory provisions that govern this program (see 22 CFR Part 62);
4. The Trainee or Intern named in this T/IPP will not displace full-or part-time, seasonal or permanent American workers, or serve to fill a labor need;
5. I will conduct the required periodic evaluations of the Trainee or Intern named in this T/IPP;
6. I will notify the designated Sponsor contact at the earliest available opportunity regarding any concerns about, changes in, or deviations from this T/IPP.
7. I will notify the Sponsor in the event of an emergency involving the Trainee or Intern named in this T/IPP, as well as any information that I receive about the Trainee or Intern that might have an effect on that exchange visitor's health, safety, or welfare;
8. I will notify the Sponsor if I receive information regarding a serious problem or controversy involving the Trainee or Intern named in this T/IPP that could be expected to bring the Department of State, the Exchange Visitor Program, or the Sponsor's exchange visitor program into notoriety or disrepute;
9. I am participating in this Exchange Visitor Program in order to provide the Trainee or Intern named in this T/IPP with training or an internship as delineated in this T/IPP;
10. I certify that this training or internship meets all the requirements of the Fair Labor Standards Act, as amended (29 U.S.C. 201 et seq.) I also certify that training or internships in the field of agriculture meet all requirements of the Migrant and Seasonal Worker Protection Act, as amended (29 U.S.C. 1801 et seq.).
11. I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. The law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.

Date:

Signature of Wang, Cheryl

mm/dd/yyyy



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Email Address: Janghj9603@gmail.com	Program Sponsor: ODYSSEY International Exchange
Category: Trainee	Program Number: P-4-29242
Occupational Category: Management, Business, Commerce and Finance	Training/Internship Dates: 05/16/2022 - 11/15/2023

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Host Organization

Host Organization Name: Orange Circle Studio Corporation dba Studio Oh!	Address: 8687 Research Drive, 150, Irvine, California (CA), 92618
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Phase Name: *Marketing Planning*

Phases: 4 of 5

Training/Internship Field: Business Administration and Management, General	Supervisor: Wang, Cheryl Controller cherylw@orangecirclestudio.com Phone: 949-727-0800
Start Date: 03/14/2023	
End Date: 07/31/2023	

Description of Trainee/Intern's role for this Program or Phase

During this phase, the participant will support the marketing team to create the marketing materials distributed to customers, including newsletters, emails, and brochures. The participant will assist in implementing marketing strategies to fulfill growth objectives and company branding goals. Coordinate the marketing function to enable the execution of competitive strategy in key markets and products.

Specific Goals and Objectives for this Program or Phase

The main goal of this phase is to enhance the participant's marketing strategy skills for the success of the host organization's business. The participant will train with internal and external stakeholders to deliver marketing plans and campaigns. The participant is also expected to track all marketing data and create detailed written reports and verbal presentations to share the information with senior executives as needed.

Please list the names and titles of those who will provide continuous (for example, daily) supervision of the Trainee/Intern, including the primary supervisor. What are these persons' qualifications to teach the planned learning?

Cheryl Wang, Controller, graduated from UCLA with a Bachelor's Degree in Mathematics. Cheryl Wang has 20 years of experience in the industry and has been with the host organization for more than 5 years and is mainly responsible for the host organization's financial, payroll, forecasting, benefits, HR, and office management-related duties. She will be supervising the participant throughout the program.

What plans are in place for the Trainee/Intern to participate in cultural activities while in the United States?

The participant is encouraged to branch out during this phase and join local interest groups for hobbies she is interested in so that she can meet like-minded people. She is also encouraged to travel to other states and visit some of their famous landmarks such as Las Vegas in Nevada or the Grand Canyon in Arizona.

What specific knowledge skills, or techniques will be learned?

- Coordinate, monitor, and report key marketing and sales metrics against goals.
- Support, coordinate and organize overall marketing and sales objectives.
- Prepare marketing budgets and create business plans.
- Analyze data and make decisions based research findings.
- Research and produce reports analyzing trends and offering insight in an area of specialization
- Communicate and coordinate multiple projects with international vendors
- Oversee production process and know how to solve production-related issues.

How specifically will these knowledge, skills, or techniques be taught? Include specific tasks and activities (Interns) and/ or methodology of training and chronology/syllabus (Trainees).

The participant will have hands-on training by assisting the marketing team in various marketing communication tasks. The participant will research, develop and execute strategies to identify market opportunities. Assist in taking existing products into new markets, new products into existing markets, and new products into new markets.

Previous marketing communication materials will be given to the participant to study and refer to. The supervisor and the senior staff will assign assignments to the participant to perform on his own and provide helpful feedback for improvement.

How will the Trainee/Intern's acquisition of new skills and competencies be measured?

Weekly meetings will occur to go over the assigned tasks and the participant's learning process. During meetings with the marketing team, the supervisor will review the participant's performance and acquired skill sets. Based on the assessment, the supervisor completes and submits a mid-point evaluation.

Additional Phase Remarks

Certifications

Phase Supervisor

I certify that:

1. I have reviewed, understand, and will follow this Training/Internship Placement Plan (T/IPP);
2. I will contact the Sponsor at the earliest possible opportunity if I believe that the Trainee or Intern is not receiving the type of training delineated on this T/IPP;
3. I will actively support the Sponsor by adhering to all applicable regulatory provisions that govern this program (see 22 CFR Part 62);
4. The Trainee or Intern named in this T/IPP will not displace full-or part-time, seasonal or permanent American workers, or serve to fill a labor need;
5. I will conduct the required periodic evaluations of the Trainee or Intern named in this T/IPP;
6. I will notify the designated Sponsor contact at the earliest available opportunity regarding any concerns about, changes in, or deviations from this T/IPP.
7. I will notify the Sponsor in the event of an emergency involving the Trainee or Intern named in this T/IPP, as well as any information that I receive about the Trainee or Intern that might have an effect on that exchange visitor's health, safety, or welfare;
8. I will notify the Sponsor if I receive information regarding a serious problem or controversy involving the Trainee or Intern named in this T/IPP that could be expected to bring the Department of State, the Exchange Visitor Program, or the Sponsor's exchange visitor program into notoriety or disrepute;
9. I am participating in this Exchange Visitor Program in order to provide the Trainee or Intern named in this T/IPP with training or an internship as delineated in this T/IPP;
10. I certify that this training or internship meets all the requirements of the Fair Labor Standards Act, as amended (29 U.S.C. 201 et seq.) I also certify that training or internships in the field of agriculture meet all requirements of the Migrant and Seasonal Worker Protection Act, as amended (29 U.S.C. 1801 et seq.).
11. I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. The law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.

Date:

Signature of Wang, Cheryl

mm/dd/yyyy



TRAINING/INTERNSHIP PLACEMENT PLAN

Exchange Visitor (surname/primary, given name)

Jang, Hyeonjin	SEVIS ID: N0032892580
Email Address: Janghj9603@gmail.com	Program Sponsor: ODYSSEY International Exchange
Category: Trainee	Program Number: P-4-29242
Occupational Category: Management, Business, Commerce and Finance	Training/Internship Dates: 05/16/2022 - 11/15/2023

Each Training/Internship Placement Plan should cover a definite period of time and should consist of definite phases of training or tasks performed with a specific objective for each phase. The plan must also contain information on how the trainees/interns will accomplish those objectives (e.g. classes, individual instruction, shadowing). Each phase must build upon the previous phase to show a progression in the training/internship. A separate copy of pages 3 and 4 must be completed for each phase if applicable (e.g.; if the trainee/intern is rotating through different departments).

Host Organization

Host Organization Name: Orange Circle Studio Corporation dba Studio Oh!

Address: 8687 Research Drive, 150, Irvine, California (CA), 92618

Phase Name: *Marketing with Social Media & E-commerce Platforms.*

Phases: 5 of 5

Training/Internship Field: Business Administration and Management, General

Start Date: 08/01/2023

End Date: 11/15/2023

Supervisor: Wang, Cheryl

Controller

cherylw@orangecirclestudio.com

Phone: 949-727-0800

Description of Trainee/Intern's role for this Program or Phase

Using knowledge learned from the previous phase, the participant will play a key role in developing, testing, and adjusting marketing strategies for the host organization's different categories. The participant will support the marketing team in managing all social media platforms and e-commerce websites and ensure brand consistency in format, design, and content.

Specific Goals and Objectives for this Program or Phase

The main goal of this phase is to gain the ability to independently define, schedule, and manage marketing projects on social media & e-commerce websites. The participant is expected to become more proficient with the current social media marketing best practices & techniques.

Please list the names and titles of those who will provide continuous (for example, daily) supervision of the Trainee/Intern, including the primary supervisor. What are these persons' qualifications to teach the planned learning?

Cheryl Wang, Controller, graduated from UCLA with a Bachelor's Degree in Mathematics. Cheryl Wang has 20 years of experience in the industry and has been with the host organization for more than 5 years and is mainly responsible for the host organization's financial, payroll, forecasting, benefits, HR, and office management-related duties. She will be supervising the participant throughout the program.

What plans are in place for the Trainee/Intern to participate in cultural activities while in the United States?

The participant will have chances to attend marketing and networking events with the production & marketing department to deepen further and develop her professional connection to the industry. She will join team building events available during this phase, including July Fourth & Halloween. At the end of the internship program, she will also have a luncheon gathering with everyone.

What specific knowledge skills, or techniques will be learned?

- Evaluate new social channels & e-commerce platforms, including Instagram, Tiktok, and Shopify
- Identify opportunities for marketing channel expansion
- Professional communication when joining networking events
- Plan and create content for social media monthly schedule
- Analyze customers' and clients' feedback
- Project workflow & time management
- Strong problem solving & collaboration skills

How specifically will these knowledge, skills, or techniques be taught? Include specific tasks and activities (Interns) and/ or methodology of training and chronology/syllabus (Trainees).

The supervisor and senior marketing team member will teach her to start, track, and report on all marketing campaigns. The participant will participate in brainstorm sections and will be encouraged to contribute her ideas to produce fun and engaging social media content to increase brand awareness. The participant will create a weekly report

and analyze customers' and clients' feedback on social media & e-commerce platforms

How will the Trainee/Intern's acquisition of new skills and competencies be measured?

The supervisor will provide feedback on her reports & communicate with marketing team members to discuss the participant's learning and the results of the assigned tasks. The supervisor will complete and submit a final evaluation at the end of the program phase.

Additional Phase Remarks

The exchange visitor will train a minimum of 32 hours and a maximum of 40 hours per week for the duration of the program. Overtime training is allowed provided that the training is optional, overtime rates apply according to local wage and labor requirements, and the assigned tasks are in-line with the content of the Training Plan.

Certifications

Phase Supervisor

I certify that:

1. I have reviewed, understand, and will follow this Training/Internship Placement Plan (T/IPP);
2. I will contact the Sponsor at the earliest possible opportunity if I believe that the Trainee or Intern is not receiving the type of training delineated on this T/IPP;
3. I will actively support the Sponsor by adhering to all applicable regulatory provisions that govern this program (see 22 CFR Part 62);
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10. I certify that this training or internship meets all the requirements of the Fair Labor Standards Act, as amended (29 U.S.C. 201 et seq.) I also certify that training or internships in the field of agriculture meet all requirements of the Migrant and Seasonal Worker Protection Act, as amended (29 U.S.C. 1801 et seq.).
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Date:

Signature of Wang, Cheryl

mm/dd/yyyy