

Business Projects Program

Design Document



Table of Contents

Project Description	2
Project Goals	3
Learning Objectives	3
Success Criteria	4
Key Users	5
Assessments	6
Content	7
High Level Workflow	8
Exclusions	10
Key Considerations and Questions	10
References & Appendices	11
References	11
Appendix 1	11
Appendix 2	12

Business Projects Program

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Project Description

Practera's Business Projects Program is a work-integrated learning program that gives students the opportunity to step through a business consulting engagement with the support of interactive, learning content and mentor feedback. This program has been designed as an experiential learning and team building program that integrates the use of Practera's platform; the clear structure and project framework of this program scaffolds students through their experience, complete with written and video submissions that can be moderated by mentors or program managers.

The Business Projects Program enables the building of important 21st Century Skills. This learning can enable students to close the skill gap widely seen in graduates entering into employment in our rapidly changing and technology-centred world. The World Economic Forum (WEF) defines a list of sixteen 21st Century skills in *BYk`J`gcb`Zcf`9Xi`Whcb* (2015) as "most critical" to address in students today in order to support future employability. This program has been developed in order to enhance ten of those competencies and character qualities outlined by the WEF ([Appendix 1](#)), particularly focusing on communication, teamwork, self-management, planning and problem solving skills.

The program design is structured according to Kolb's theory for Experiential Learning ([Appendix 2](#)); the program guides them through the cyclical planning, execution, reflection and feedback elements that typify this experiential learning cycle. Supported by learning content, participants apply a series of reflection activities throughout this program, which is an essential building block of experiential learning (Kolb, 1984). By embedding this pedagogical approach into the learning design, this program provides an integrated learning experience for participants that not only addresses essential 21st Century skills but also facilitates reflective and feedback-informed practice.

Project Goals

The end goal of the program is for teams to produce a project report in response to a client brief. It can also culminate in a presentation so that teams can present their findings. Other goals throughout the program are:

- Ability to work as a team and use effective communication
- Ability to give, receive and apply critical, constructive feedback
- Ability to solve difficult problems
- Improve employability skills
- Think critically, creatively
- Connection to industry

Learning Objectives




Number	Learning Outcome
%	<p>Develop and apply employability skills</p> <p>This program aims to help close the skills gap seen in graduates today by providing real-world experiences for participants to practise their communication, teamwork, self-management, planning and problem solving skills. These cross-functional skills are key for work-ready graduates and this program allows participants to develop and apply these skills throughout.</p>
&	<p>Develop and apply employability skills</p> <p>This program includes the Collaborative Project Learning framework that supports participants through the experiential learning cycle, complete with critical reflection on both successes and failures. This framework runs throughout the duration of the program and allows participants to apply and reflect on the learning from real-world activities and the meaningful interactions they are experiencing.</p>
'	<p>Engage in professional development, including networking</p> <p>This program allows participants to step into a consultant role and engage with industry partners to work on a team based project. Participants will develop report writing skills, business etiquette and collaboration skills as they work in diverse teams and make connections within industries. Participants in this program are encouraged to maintain professional contact with their industry mentor, which for many, has lead to future opportunities outside of the program.</p>

Success Criteria

The success of this project will be determined by the feedback survey on Practera for students and industry mentors, and monitored throughout the project with the use of “Fast Feedback” sliders on Practera.

Success Criteria	Description	Measurement Mechanism	Goal
: UghÆ : YYXVUW_Æ G]XYfgÆ	Students and industry mentors will be prompted to rate their team according to particular questions throughout the program on Practera	Data populated tables	Follows natural team forming progression
Æ DFUWYfUÆ : YYXVUW_Æ G fj YmÆ Æ	Students and industry mentors will fill out a feedback survey at the end of the experience	WTR	8+

Key Users

User	Objective	Values	Experience
<p>Chi XYbhÆ fjb'YUa gÆ</p> 	<p>Working on teams to produce a great Project Report in response to a client's Project Brief</p>	<p>Practical experience, insight and feedback Networks and contacts Supportive environment and clarity of expectations Collaborative teamwork</p>	<p>Step through a high quality consulting engagement process in response to a project brief Work in a collaborative team to develop a high quality presentation and report Upload team deliverables for industry feedback Submit and receive Team360 feedback and reports Practise self-reflection through written and video individual submissions Provide "fast-feedback" when prompted Access to supportive learning content</p>
<p>Æ A Ybhc fÆ Æ</p>  <p>Æ</p>	<p>Support student teams, provide industry feedback</p>	<p>Develop coaching & management skills and experience Engage with creative and innovative students/ideas Give back to the community</p>	<p>Opt-in mentoring content Practera App used for providing structured feedback to student teams Provide "fast-feedback" when prompted</p>
<p>Dfc[fUa Æ A UbU[YfÆ</p>  <p>Æ</p>	<p>Ensure program success and monitor teams progress</p>	<p>Drive a structured, consistent, high quality experience and outputs Analytics for real time monitoring, efficient support / intervention and reporting</p>	<p>Practera Web for monitoring student teams, industry feedback and overall success/progression Garner actionable insights Undertake targeted interventions Manage/view industry feedback</p>

Assessments

Assessment	Description	Learning Outcomes	Format
7c`UVcfUjcbAE G_]gGY`ZE 5ggYgga YbhAE UbxAE 8Yj Y`cda YbhAE D'UbAE f#Xj] Xi U`tAE	Participants self-assess their current capabilities in the five collaboration skills. Based on the results of their self-assessment, participants will then be asked to develop a plan in order to work on their lowest-rated skill.	1, 2	Quiz, Written
Dfc`YW#D'UbAE fHYUa tAE	Develop a Project Plan that outlines what your team intends to deliver, how your team intends to work together to deliver the project. Ensure that it outlines when meetings, feedback and input from your mentor will be needed.	1, 2, 3	Written
8fUZ#Dfc`YW#AE FYdcf#AE fHYUa tAE AE	Generate a draft written report that provides an overview of the analysis conducted and the key findings.	1, 2, 3	Written
7c`UVcfUjcbAE G_]gGY`Z' AE DYYfAE 5ggYgga YbhAE f#Xj] Xi U`tAE	Participants assess their own and their peers' current capabilities in the five collaboration skills based upon teamwork. Their feedback will then generate a Team 360 report.	1, 2	Team 360
:]bU`Dfc`YW#AE FYdcf#AE fHYUa tAE	Generate a final written report that provides an overview of the analysis conducted and the key findings.	1, 2, 3	Written
FYZYWj] YAE GUYa YbhAE f#Xj] Xi U`tAE	Final Reflective Statement that considers the completion of skill development plan, self-reviews on professional skills, reflection blogs.	1, 2, 3	Written
7c`UVcfUjcbAE G_]gGY`Z' AE DYYfAE 5ggYgga YbhAE f#Xj] Xi U`tAE	Participants assess their own and their peers' current capabilities in the five collaboration skills based upon teamwork. Their feedback will then generate a Team 360 report.	1, 2	Team 360

Content

Research & analysis approaches such as: Structured problem solving, Minto Pyramid, 7 step business analysis loop, ACCA (detailed as Business Analysis below)

Collaborative Project Learning content

This content can be provided in 1, 5, or 22 videos that are open source and feature Practera CEO, Beau Leese. All transcripts are available if you would like to reshoot or repurpose the material:

Element	Description	Models
<i>GYZÆ</i>	Help learners develop self awareness to be able to identify strengths, weaknesses and blind spots of their professional personality, then apply self management to proactively develop their knowledge, skills and abilities.	Self Awareness, Self Management, Leading Self
<i>HYUa Æ</i>	Help learners identify characteristics of high performance teams and provide the foundational knowledge, opportunity and support for teams to collectively develop these characteristics.	Katzenbach, the discipline of teams, Tuckman's Team Formation
<i>Dfc YWÆ</i>	Help learners understand the fundamentals of project management and provide the foundational knowledge, opportunity and support for teams to develop the ability to communicate in project terms, and the skills to effectively plan, mobilise, and deliver a project.	Agile project management
<i>@Ufb]b[Æ</i>	Help learners understand the value of and apply the experiential learning cycle to deepen knowledge, skill and ability (KSA) acquisition from an applied learning experience.	Kolb's Experiential Learning cycle. Bain's 5R's Reflection Framework
<i>6i gjbYggÆ 5bU`ng]gÆ</i>	Help students use concepts and tools to support structured analysis, insight development and communication of business issues.	Structured problem solving, Minto Pyramid, 7 step business analysis loop, ACCA

High Level Workflow

Here's a high-level overview of how this program flows:

Milestone	Activities	Assessments/ Deliverables
Fundamentals/ Welcome	Welcome Participants! Welcome to the program What you will learn How does this program work? Program Overview Mobile Webpage	Collaboration Skills Self-assessment + Development Plan
	Project learning – self Introduction to Project Learning Introduction to Self Emotional Intelligence Leading Self Skill Development Planning Collaboration Skills Self-assessment and Skill Development Plan	
	Skills Development Choice of topics to improve weakest skill(s): Actively Participates Communicates Effectively Exhibits Openness & Flexibility Demonstrates Reliability Solutions Orientated	
@ 7?98 i bhj 7c UVcfUhc b GY Z5ggY gga Ybhig Va JHYXÆ		
&Æ Dfc YWÆ D'UbÆ	Project Learning - Team & Project Introduction to Team Team Formation High Performance Teams Diversity in Teams Conflict in Teams Introduction to Project Project Fundamentals Goals & Objectives Approaches & Methods	Project Plan + Mentor feedback
	Project Plan Project Plan Explained Project Plan Task List Seven Step Loop Minto Pyramid SCQ Analysis Project Plan submission	
@ 7?98 i bhj Dfc YWÆ D'Ub g Va JHYXÆ		

<p>Æ Æ Æ 'Æ Dfc YWÆ FYdcfrÆ</p>	<p>Research & Analysis Research & Analysis Task List Research Tools Research Tools: SWOT analysis Research Tools: User personas</p>	<p>Project Report (Draft) with Mentor Feedback</p> <p>Collaboration Skills Self & Peer Assessment with peer feedback</p>
	<p>Aggregate Findings: Aggregate Findings Task List Project Report & Presentation Explained How to Synthesize Research Synthesis tool: Mind Mapping Synthesis Tools: Finding Themes Project Report (Draft)</p>	
	<p>Project Learning - Learn Introduction to Learn Learning Styles Feedback Reflection Reflective Writing How to give Effective Feedback Self & Peer Assessment #1</p>	
<p>@ 7?98 i bh`GY`Z/`DYYf5ggYggæ Ybh, %g Va JHYXÆ</p>		
<p>(Æ Dfc YWÆ DFYgYbhÆ UjcbÆ</p>	<p>Skills Development Tips for Receiving Constructive Feedback Choice of topics to improve weakest skill(s): Activity Participates Communicates Effectively Demonstrates Reliability Exhibits Openness & Flexibility Solutions Orientated 2</p>	<p>Final Project Report + Mentor feedback</p> <p>Optional Presentation</p> <p>Collaboration Skills Self & Peer Assessment with peer feedback</p>
	<p>Present Findings Project Presentation Task List Presenting tip: Know Your Audience Presenting Tip: Powerpoint Project Report (Final) Self & Peer-assessment #2</p>	
<p>@ 7?98 i bh`GY`Z/`DYYf5ggYggæ Ybh, &`UbX`Dfc YWhFYdcfhj Va JHYXÆ</p>		
<p>)Æ 7cbWi !Æ gxcbÆ</p>	<p>Please Provide Feedback Participant Feedback survey</p>	<p>Feedback Survey</p>
	<p>Networking & Making Connections Introduction to Networking Great LinkedIn Profiles Do's and Don't's of LinkedIn Networking How to Use LinkedIn to Start Your Career Other Ways to Connect</p>	

Exclusions

The following have been discussed but are not currently included in the scope, build or design of this project:

Reconfiguration of milestones/activities/learning design by Practera team

The Business Projects Program template can be edited by the client but it is out of scope for Practera to provide major adjustments or changes to the design or flow of the experience.

Key Considerations and Questions

Which questions would you like to ask throughout the program and how often (fast feedback)? These can be configured to be any question with any answer that helps to “pulse check” and monitor progress throughout the cohort in the pie charts on your dashboard. Here’s an example:

Student - Is your team on track? (Yes/No)

Student - Have you met with your mentor in the past 7 days (Yes/No)

Student - Which stage do you think your team is at?
(Forming/Storming/Norming/Performing)

Mentor - Is your team on track (Yes/No)

What do you expect the timeline to look like for assessments (Project Plan, Draft Project Report, Project Report) over the 8 weeks?

Consider the time investment by each user in the program - is there sufficient assessment and content for the expected commitment from users?

References & Appendices

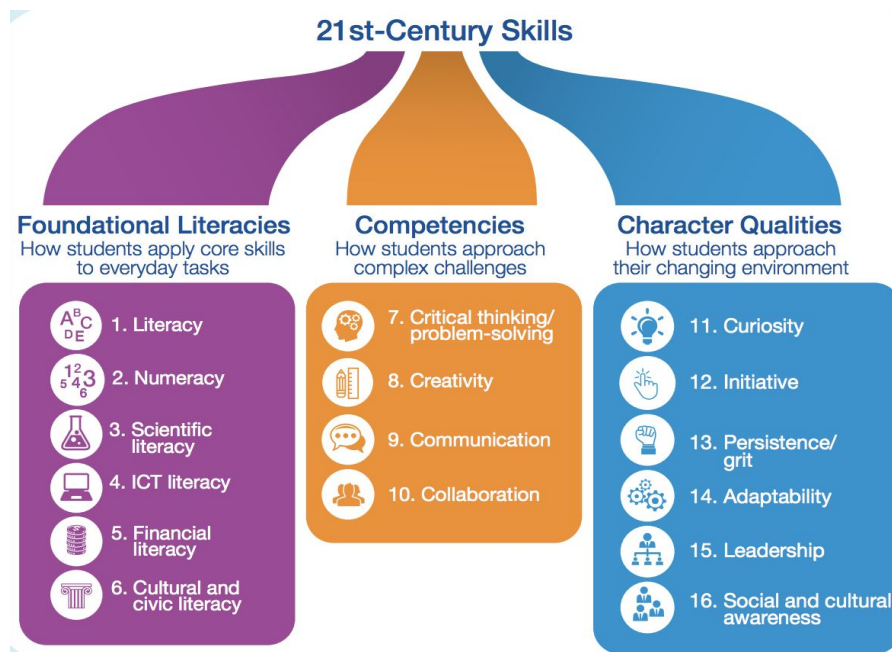
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