

Subject: Business Project**Lecturer: Dr. Nguyen Nguyen & Dr. Quan Tran****Class: BP-Q118MBA-1****Venue: 79 Nguyen Dinh Chieu street, District 3, HCM City**

Week	Session	Date	Time	Room	Lecture	Activity/Assessment due	Homework
1	1	Sunday, 14 January 2018	9:00 - 12:00 am	I601	Course overview - Exploration of a business problem	Case study: initial map (how to identify a problem)	Initial exploration of a current business problem in an organisation => initial cause-effect map
2	2	Sunday, 21 January 2018	9:00 - 12:00 am	I601	Overview of theories and literature: Conceptualisation and operationalisation of a business problem & its importance - Endnote and e-database	Presentation: Initial cause-effect map at your organisation (symptoms) - Practice of problem identification and validation.	Identification and justification of the existence and importance of the central problem
3	3	Sunday, 28 January 2018	9:00 - 12:00 am	I601	Overview of theories and literature: Exploration of potential causes - Data collection and analysis methods	Presentation: Identification and justification of the central problem and its importance	Exploration of potential causes of the central problem (updated cause-effect map)
4	4	Sunday, 4 February 2018	9:00 - 12:00 am	I601	Presentation of final cause-effect map	Due: First draft proposal report (04 February)	Continue to work on your draft proposal
OFF TET HOLIDAY (11/02/2018-25/02/2018)							
5	5	Sunday, 4 March 2018	9:00 - 12:00 am	I602	Feedback on draft proposal		
6	6	Sunday, 11 March 2018	9:00 - 12:00 am	I601	Validating potential causes - Solutions and change plan design	Due: Proposal report (10 March)	Continue to work on your proposal
7	7	Sunday, 18 March 2018	9:00 - 12:00 am	I601	Presentation and Feedback	Presentation: Validating actual causes and alternative solutions Due: Progress report (18 March)	Collect data to evaluate your alternative solutions and make decision - Change plan design. Develop a draft of the multimedia presentation from the outline of the final report.
8	8	Sunday, 25 March 2018	9:00 - 12:00 am	I601	Presentation and Feedback	Due: Multimedia presentation	Rewrite the draft of the final report.
	9		14:00 - 17:00 pm	I601			
9		Sunday, 1 April 2018			OFF	Due: Draft final report (01 April)	Write up final report
10	10	Sunday, 8 April 2018	9:00 - 12:00 am	I601	Feedback on draft report		Write up final report
11		Sunday, 15 April 2018			OFF	Due: Final business report (15 April)	