

Subject: Business Project**Lecturer: Dr. Nguyen Nguyen & Dr. Quan Tran****Class: BP-Q317MBA-1****Venue: 17 Pham Ngoc Thach, District 3, HCM City**

| Week | Session | | Time | Room | Lecture | Activity/Assessment due | Homework |
|------|---------|---------------------------|-----------------|------|---|---|--|
| 1 | 1 | Sunday, 16 July 2017 | 9:00 - 12:00 am | I301 | 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, 23 July 2017 | 9:00 - 12:00 am | I301 | 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 | | Sunday, 30 July 2017 | | | OFF | | Continue to work on your draft proposal |
| 4 | 3 | Sunday, 6 August 2017 | 9:00 - 12:00 am | I301 | 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) |
| 5 | 4 | Sunday, 13 August 2017 | 9:00 - 12:00 am | I301 | Presentation of final cause-effect map | Due: First draft proposal report (13 August) | Continue to work on your draft proposal |
| 6 | 4 | Sunday, 20 August 2017 | 9:00 - 12:00 am | I401 | Feedback on draft proposal | | |
| 7 | 5 | Sunday, 27 August 2017 | | I401 | Validating potential causes - Solutions and change plan design | Due: Proposal report (26 August) | Continue to work on your proposal |
| 8 | 6 | Sunday, 3 September 2017 | | | OFF | | |
| 9 | | Sunday, 10 September 2017 | 9:00 - 12:00 am | I401 | Presentation and Feedback | Presentation: Validating actual causes and alternative solutions Due: Progress report (10 September) | 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. |

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| 11 | 8 | Sunday, 17 September 2017 | 9:00 - 12:00 am | I301 | Presentation and Feedback | Due: Multimedia presentation | Rewrite the draft of the final report. |
| | 9 | | 14:00 - 17:00 pm | I301 | | | |
| 12 | | Sunday, 24 September 2017 | | | OFF | Due: Draft final report (24 September) | Write up final report |
| 13 | 10 | Sunday, 1 October 2017 | 9:00 - 12:00 am | I301 | Feedback on draft report | | Write up final report |
| 14 | | Sunday, 8 October 2017 | | | OFF | Due: Final business report (8 October) | |