



PROGRAMME: INTERNATIONAL MBA (2007-2008)

SUBJECT: FOUNDATIONS (20 0082 MI)

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METHODOLOGICAL GUIDE (4668)

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Introduction

Being effective in today's business world requires managers to be permanently developing their professional and personal skills. The degree to which managers can deepen their capacities and acquire new skills is often a determining factor in their personal success and that of their organisations. In the context of today's rapidly changing and demanding business environment, communication skills, the ability to work effectively in teams, leadership and the capacity to creatively resolve differences are among the competencies most desired by organizations of their managers. This module will initiate you in a process of reflection and action that has been designed to aid you in developing these competencies. The principle objective of this first module is to lay the foundations for your personal and professional development during your MBA programme. During your training a number of tools will be used to give you insight into your present profile and to help you measure your progress and focus your individual and group efforts.

Aims

- Develop greater awareness of personal learning and self-development processes related specifically to your MBA programme and the business environment.
- Self-evaluate your present level of competency as a manager.
- Acquire greater understanding of how teams work effectively and the distribution of roles and functions among the team members.
- Maximize the effectiveness of multi-cultural teams.
- Become familiar with the distinct teaching methodologies that you will experience during the International MBA Programme.
- Design an action plan based on your personal/professional profile that will enable you to focus your development efforts and optimise the results

Methodology

To optimise the learning process and fully take advantage of the residential format, different teaching methodologies will be used during this module: outdoor training, self-evaluation questionnaires, individual and group reflection and role-plays.

Evaluation

Each participant will be evaluated according to the acquired knowledge on the pertinent subject and the quality and consistency of their participation. 50% of the final grade will be based on the objective criteria appropriate for each module. The remaining half of the final mark consists of a qualitative evaluation of the observed behaviours of each participant and their direct contribution to the effective development of the programme.

CLASS SESSIONS

Session

Topic

Material

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- 1-5
- Presentation of professional Development Modules
 - Presentations by participants.
 - Introduction to the Foundations module
 - Expectations Agreement
 - Professional Competencies
 - The Experiential Learning Cycle
 - Beginning the PPC Outdoor Training activities and debrief
 - Coaching
 - Introduction to Outdoor Learning
 - The Effective Team ? team roles and balance Intercultural Awareness
 - Team development - Working in Teams
 - Intercultural effectiveness ? the multicultural team
 - Goal Setting
 - Learning and Development Action Plan
 - Transparencies: (55483) Competency Development
 - Reading: (55484) Creating a culture of competence
 - Questionnaire: (53454) Learning styles
 - Internal organization: (54717) Guide to learning & development
 - Questionnaire: (54718) Profile of Professional Competencies (PPC)
 - Questionnaire: (54719) Profile of Professional Competencies Sheet (PPC)
 - Transparencies: (54924) Profile of Personal Competencies (PPC)
 - Exercises: (55485) Questions for the coach
 - Technical note: (54028) Introduction to the EADA coaching service for International MBA participants
 - Reading: (55489) Adding value, but at what cost?
 - Questionnaire: (53453) Belbin inventory of team roles
 - Transparencies: (54932) Belbin
 - Transparencies: (55487) The 7 cultural dilemmas
 - Case: (50731) Four teams
 - Case: (55490) Joop and the Italian project team
 - Transparencies: (55491) Setting effective goals
 - Internal organization: (54721) Resources practical guide
 - Exercises: (To be distributed in class)
 - Action Plan (PPC)
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