Preventing SBA Students for Success by Positioning Practicum/Career Skills as a Centerpiece of the Curriculum by Leveraging the Efficiencies of a Credit-based “Mini-Mooc”

Leverage the efficiencies of a credit-based “Mini-Mooc” to help PSU and the School of Business Administration remain competitive and ensure that students are employable after graduation by providing them with practicums and career skills.

ACHIEVEMENTS THIS PERIOD (12.15.13-2.4.14)

- Continued to present the project to further secure buy-in and support with SBA administrators and faculty.
- Secured location and computers, etc. for project coordination support.
- Wrote job description and created interview questions for project coordination support.
- Reviewed resumes and scheduled interviews for project coordination support. Hired two first-year PSU MBA students to assist with project coordination.
- Recorded 8 career skills development video modules based on the National Association of College Employers.
- 4 student interns are engaging in a soft launch pilot (i.e. pilot of the pilot).
- Created the soft launch pilot (i.e. pilot of the pilot) in Desire2Learn.
- Completed draft of detailed project work outline with time-line and milestones.
- Finalized Project Management Plan.

GOALS FOR NEXT PERIOD (2.3.14-3.9.14)

- Continue with finalizing video production modules (8 are finished) – 2 need to be edited and 3 need to be started.
- Administering soft launch pilot with 4 students, in preparation for Spring 2014 pilot.
- Further adjustments and work to prepare for Spring 2014 pilot.
- Finalize detailed project work outline with time-line and milestones.

KEY DECISIONS

- None.

OPEN ISSUES

- None.

LEAD: Talya Bauer, Professor, Organizational Behavior and Human Resources Management, School of Business Administration

PROJECT MANAGER: Hans VanDerSchaaf

COLLABORATORS: School of Business Administration, University Studies, Employers, School of Business On-line Initiatives, Office of Information Technology, Impact Entrepreneurs and PSU Career Center
Preparation SBA Students for Success by Positioning Practicum/Career Skills as a Centerpiece of the Curriculum by Leveraging the Efficiencies of a Credit-based "Mini-MOOC"

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ACHIEVEMENTS THIS PERIOD (11.15.13-12.15.13)

- DNA (embed practicums into culture & workflow):
  - Presented the project to further secure buy-in and support with SBA administrators and faculty.
- Course (refers to the actual creation of the MOOC):
  - Piloted course work with Desire2Learn support.
  - Reviewed sample submissions from pilot student.
  - Worked with students (two internship and one practicum working student) to set up Pilot internship/practicum course for Winter 2014.
  - Discussed course listing information obstacles and potential solutions with SBA staff.
  - Continued to record and edit remaining video modules and create Desire2Learn course.
  - Solved some of the course technical challenges.
  - Started developing the "roll out" to students for the course for piloting and Spring 2014 course planning.
- Provost’s Challenge Coordination
  - Drafted detailed project work plan with timeline/milestones.

GOALS FOR NEXT PERIOD (12.15.13-2.2.14)

- Identify roles, knowledge, skills, abilities and goals for internship coordination position.
- Complete video modules and editing for course content.
- Complete fully on-line course for full pilot rollout Spring 2014 term.
- Finalize plans for implementation in 2014-2015 academic year.
- Coordinate with PSU Career Center re: internships and practicums.
- Continue to present the project to further secure buy-in and support with SBA administrators and faculty.
- Finalize project work plan with timeline/milestones.

OPEN ISSUES

- None.

LEAD: Talya Bauer, Professor, Organizational Behavior and Human Resources Management, School of Business Administration

PROJECT MANAGER: Hans VanDerSchaaf

COLLABORATORS: School of Business Administration, University Studies, Employers, School of Business On-line Initiatives, Office of Information Technology, Impact Entrepreneurs and PSU Career Center
#59: Preparing SBA Students for Success by Positioning Practicum/Career Skills as a Centerpiece of the Curriculum by Leveraging the Efficiencies of a Credit-based “Mini-MOOC"

Leverage the efficiencies of a credit-based “Mini-Mooc” to help PSU and the School of Business Administration remain competitive and ensure that students are employable after graduation by providing them with practicums and career skills.

Project Status: On Schedule

<table>
<thead>
<tr>
<th>Achievements this period (5.2013-11.15.13)</th>
<th>Goals for next period (11.16.13-12.15.13)</th>
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</thead>
<tbody>
<tr>
<td><strong>DNA</strong> (embeds internships into culture and work flow):</td>
<td>● Continue to “road show” the project to further secure buy-in and support with SBA administrators and faculty.</td>
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<tr>
<td>● Several meetings with SBA faculty and administrators to confirm commitment for finance internships.</td>
<td>● Continue to record and edit remaining video modules.</td>
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<td>● Shared PowerPoint presentation with SBA stakeholders.</td>
<td>● Continue to create D2L course.</td>
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<tr>
<td><strong>Course</strong> (refers to the actual creation of the MOOC):</td>
<td>● Solve some of the technical challenges for the course.</td>
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<tr>
<td>● Investigated/tested/tutorials for software to help make online course interesting.</td>
<td>● Start developing the “roll out” to students for the course.</td>
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<tr>
<td>● The content of all 10 modules has been developed into PowerPoints usable with green screen technology.</td>
<td>● Finalize the Google Form intake details.</td>
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<tr>
<td>● 4 out of the 10 modules have been recorded and are currently being edited.</td>
<td>● Secure SBA sign off for teaching the internship.</td>
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**Provost’s Challenge Coordination**

- Coordination meetings with SBA Provost's Challenge project leads.
- Prepared for and participated in Provost's Challenge videotaping, and coordinated b roll footage.
- Discussed possible coordination for Credit for Prior Learning Provost's Challenge project.

<table>
<thead>
<tr>
<th>Key decisions this period (5.2013-11.15.13)</th>
<th>Open issues</th>
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<tbody>
<tr>
<td>● Finalized project budget.</td>
<td>● None at this time.</td>
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<tr>
<td>● Google Forms will be used to have students self-identify if they are eligible to take an internship.</td>
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<tr>
<td>● Format of the course modules was locked in.</td>
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</tbody>
</table>

**Lead:** Talya Bauer, Professor, Organizational Behavior and Human Resources Management, School of Business Administration

**Project Manager:** Hans VanDerSchaaf

**Collaborators:** School of Business Administration, University Studies, Employers, School of Business Online Initiatives, Office of Information Technology, Impact Entrepreneurs and PSU Career Center