



## Course and Examination Fact Sheet: Spring Semester 2021

### 8,393: Consultancy Project: Organizational and Managerial Setup of an International SME

ECTS credits: 4

#### Overview examination/s

(binding regulations see below)

Decentral - Presentation (in groups - all given the same grades) (50%)

Examination time: term time

Decentral - examination paper written at home (individual) (10%)

Examination time: term time

Decentral - Group examination paper (all given the same grades) (40%)

Examination time: term time

#### Attached courses

Timetable -- Language -- Lecturer

[8,393,1.00 Consultancy Project: Organizational and Managerial Setup of an International SME](#) -- Englisch -- [Georgakakis Dimitrios](#)

#### Course information

#### Course prerequisites

It is recommended that students complete certain MIA Morning courses in parallel to taking the Consultancy Project course. The knowledge and skillsets acquired in the following MIA Morning workshops will be relevant.

- 8,369 Communication Skills: Elevator Pitch (Christina Sandau-Jensen)
- 8,372 Agile Project Management (Gerd Winandi-Martin)

#### Learning objectives

During a Consultancy Project course, students:

- demonstrate ability to evaluate and classify a problem and source a solution;
- acquire and foster skills in the application of theoretical concepts to real-life situations;
- gain experience with actual issues in the practitioner's world that arise in the course of the consultancy project;
- foster their creativity and various skills, including teamwork, project, communication, research, writing, presentation.

Students who participate in this course will, afterwards, be able to:

- Gain experience on evaluating and classifying a business related problem and source a solution/recommendations.
- Link theoretical concepts to real-life situations.
- Acquire experience with actual issues in the world of practice that emerge in the course of the consultancy project.
- Develop team-work skills through group work and group presentation.

#### Course content

The consultancy project will focus on "how to organize an international SME". The students will assess the situation of an international small firm headquartered in Switzerland (i.e., Max Müller Switzerland). Using information from academic sources, and their own evaluation of evidence, the group of students will present suggestions to the company. The students will also write a group report, as well as an individual reflection paper. There will be a mid-term presentation, where the students will present to the lecturer their progress.



## Course structure

Students will work in groups. There will be three main interaction points prior to the students' final presentation between the lecturer and the students, one of which will include the "client" (partner company). In the first interaction, the topic as well as the expectations will be presented to the students (this may or may not include an onsite visit). In the second or third interaction, the students will present to the lecturer their progress (mid term presentation). In the group presentation, the students will present an in-depth analysis of the problem and their detailed recommendations to both the lecturer and the partner company (this may or may not include an onsite visit).

Students are expected to participate fully in all aspects of the course including group work and presentations.

**Midterm Presentation**(0% of the grade, 15min.): Student groups present their approach in solving the problem, brief on their progress, including any roadblocks or difficulties that may have been encountered. The mid term presentation will not be part of the final grade.

**Final Presentation**(50%, 20 min.): Student groups present an in-depth analysis of the problem and their recommendations to the client. All group members will be given the same grade.

**Final Report**(40%, max. 5'000 words): Structured as a policy brief targeted at the client, reports typically give summaries of relevant research, suggest possible policy options, and propose particular courses of action. Next to an explanation of the problem and the results of the research undertaken, it outlines the methods used and the theories applied to analyze the problem. The brief might include graphs, charts, or other visual aids that make it easier to digest important information. All group members will be given the same grade.

**Reflection Paper**(10%, max. 1'000 words): Targeted at the academic lecturer, this paper invites students to reflect on their groups' individual journey, from defining the problem to coming up with a solution. It allows them to consider the challenge to apply what they have learned in a classroom setting to contemporary problems in a real-world setting. The reflection paper should be submitted individually and will be graded on an individual basis.

## Course literature

Recommended references, including journal articles, on relevant topics will be provided by the lecturer.

## Additional course information

In the case of the President's Board having to implement new directives due to the SARS-CoV-2 pandemic in SpS2021, the course information listed above will be changed as follows:

- The course and communication will be conducted online;
- The presentation will take place online.

## Examination information

### Examination sub part/s

#### 1. Examination sub part (1/3)

##### Examination time and form

Decentral - Presentation (in groups - all given the same grades) (50%)

Examination time: term time

##### Remark

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##### Examination-aid rule

Practical examination

No examination-aid rule is necessary for such examination types. The rules and regulations of the University of St. Gallen apply in a subsidiary fashion.



## Supplementary aids

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## Examination languages

Question language: English

Answer language: English

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## 2. Examination sub part (2/3)

### Examination time and form

Decentral - examination paper written at home (individual) (10%)

Examination time: term time

### Remark

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### Examination-aid rule

Term papers

Term papers must be written without anyone else's help and in accordance with the known quotation standards, and they must contain a declaration of authorship which is a published template in StudentWeb.

The documentation of sources (quotations, bibliography) has to be done throughout and consistently in accordance with the chosen citation standard such as APA or MLA.

For papers in law, the legal standard is recommended (by way of example, cf. FORSTMOSER, P., OGOREK R. et SCHINDLER B., *Juristisches Arbeiten: Eine Anleitung für Studierende*, newest edition respectively, or according to the recommendations of the Law School).

The indications of the sources of information taken over verbatim or in paraphrase (quotations) must be integrated into texts in accordance with the precepts of the applicable quotation standard, while informative and bibliographical notes must be added as footnotes (recommendations and standards can be found, for example, in METZGER, C., *Lern- und Arbeitsstrategien*, newest edition respectively).

For any work written at the HSG, the indication of the page numbers is mandatory independent of the chosen citation standard. Where there are no page numbers in sources, precise references must be provided in a different way: titles of chapters or sections, section numbers, acts, scenes, verses, etc.

## Supplementary aids

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## Examination languages

Question language: English

Answer language: English

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## 3. Examination sub part (3/3)

### Examination time and form

Decentral - Group examination paper (all given the same grades) (40%)

Examination time: term time

### Remark

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### Examination-aid rule

Term papers

Term papers must be written without anyone else's help and in accordance with the known quotation standards, and they must contain a declaration of authorship which is a published template in StudentWeb.



The documentation of sources (quotations, bibliography) has to be done throughout and consistently in accordance with the chosen citation standard such as APA or MLA.

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## Supplementary aids

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## Examination languages

Question language: English

Answer language: English

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## Examination content

**Final Presentation** (50%, 20 min.): Student groups present an in-depth analysis of the problem and their recommendations to the client. All group members will be given the same grade.

**Final Report** (40%, max. 5'000 words): Structured as a policy brief targeted at the client, reports typically give summaries of relevant research, suggest possible policy options, and propose particular courses of action. Next to an explanation of the problem and the results of the research undertaken, it outlines the methods used and the theories applied to analyze the problem. The brief might include graphs, charts, or other visual aids that make it easier to digest the most important information. All group members will be given the same grade.

**Reflection Paper** (10%, max. 1'000 words): Targeted at the academic lecturer, this paper invites students to reflect on their groups' individual journey, from defining the problem to coming up with a solution. It allows them to consider the challenge to apply what they have learned in a classroom setting to contemporary problems in a real-world setting. The reflection paper should be submitted individually and will be graded on an individual basis.

## Examination relevant literature

Recommended references, including journal articles, on relevant topics will be provided by the lecturer.



### Please note

Please note that only this fact sheet and the examination schedule published at the time of bidding are binding and takes precedence over other information, such as information on StudyNet (Canvas), on lecturers' websites and information in lectures etc.

Any references and links to third-party content within the fact sheet are only of a supplementary, informative nature and lie outside the area of responsibility of the University of St.Gallen.

Documents and materials are only relevant for central examinations if they are available by the end of the lecture period (CW21) at the latest. In the case of centrally organised mid-term examinations, the documents and materials up to CW 12 are relevant for testing.

Binding nature of the fact sheets:

- Course information as well as examination date (organised centrally/decentrally) and form of examination: from bidding start in CW 04 (Thursday, 28 January 2021);
- Examination information (regulations on aids, examination contents, examination literature) for decentralised examinations: in CW 12 (Monday, 22 March 2021);
- Examination information (regulations on aids, examination contents, examination literature) for centrally organised mid-term examinations: in CW 12 (Monday, 22 March 2021);
- Examination information (regulations on aids, examination contents, examination literature) for centrally organised examinations: two weeks before the end of the registration period in CW 14 (Thursday, 8 April 2021).