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| **Purpose:**  | The purpose of this assignment is to highlight how the skills and knowledge you gain in this class translate to the work done by Change Management (CM)/Transition Management (TM) Professionals and other organizational leaders, managers, and employees in various contexts. Your final paper will highlight your key takeaways from the course content, the exercises, the guest speakers, and your informational interviews. **Knowledge:** This assignment will show how the tools, methodologies, models, and processes you learn in class are used by CM/TM professionals. This includes: organizational cultures, diagnostic processes, implementing interventions, managing resistance to change, evaluating change, and working in cross-cultural/multi-national situations. **Skills:** This assignment not only focuses on the content of the class, but also highlights your ability to:* Network and conduct informational interviews
* Ask good questions
* Synthesize the answers you receive based on the content from the class
* Prioritize what is most important for you to continue learning for/in your career
* Create a development plan, if applicable, to help you do this type of work, and
* Communicate what you have learned in a clear, persuasive final paper highlighting what’s most important for you
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| **Task:**  | Identify a Change/Transition Management Professional in your network (or that of others) who you could ask to interview during the course of the term. You may use immediate family members if they are in a Managerial or CM/TM role. You may use your LinkedIn network or networks of others. Non-Business Majors will go this route. Business Majors may use Lundquist Connect to find alums or “Friends of the College”., with whom to connect. I will email a link with the structured process before class starts. There are different ways you may plan for the interviews:1. Plan on about 30 minutes each week for the interview, and about 60 minutes to capture your thoughts afterwards, or
2. Plan on about 60 minutes every two or three weeks and then 90 minutes afterwards to capture your thoughts.

The more time you spend after the interview capturing your thoughts in full (not interview notes) the less time you will spend writing the final paper. Before starting your interviews, check out the Information Interviews Resource Page on Handshake (Lundquist Resource Menu/Informational Interviews). This page gives you a quick guide to what is expected during informational interviews. Starting in Week 2, interview your CM/TM Professional each week/every other week asking questions related to the course content from the week. We will collectively create questions in class you may use as a starting point. *Note: You are encouraged to ask career-related questions beyond the course content.* At the end of the class, you will write a final paper, no more than 4 pages, single spaced with good business writing, (structure and content) that highlights the most important learnings from your interview and details what you plan to do in your first career position after graduation. If there is more learning that needs to happen, the paper should outline what that is and how you plan to do it. You will send your CM/TM professional a Thank You (card or small gift) to thank them for their time at the end of the term. An e-mail is not an appropriate “Thank You”.  |

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| **Criteria for Success** | Your final exam is graded on:* How well you identified the most important aspects of the course to you
* How well you correlated what you learned from your CM/TM professional to the course content
* How well you identified your key learnings and placed them in the context of what your next steps might be
* How well you identified (if applicable), changes to your potential career path
* How well you communicated to me through your writing what you took away from the class and the interviews (your “Aha” moments)
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