

Subject Name: CRP I-Career Management Foundations**SEMESTER: I**

Theme: Career management foundations and how to get best out of your MBA investment.

Course Objective: Enable new MBA students to take charge of the career planning. To accomplish this objective, learners are equipped with tools & are provided with guidance to understand their current competences and identify their current career choices.

Guidance is provided to best leverage the MBA curriculum, to help create a personalized learning plan.

“CRP I-Career Management Foundations” is the first one, in the 4-course series of Career Readiness Program (CRP) offered to SSU MBA students.

Learning Outcomes:

After the learning experience of this course, student should be able to:

- Create their own career paths based on awareness of personal preferences, strengths and limitations
- Evaluate company’s positioning in the industry value chain
- Start utilizing some “logical reasoning” tools to address selected business problems
- Create a personal learning plan to best leverage the SSU MBA curriculum

Unit I: Games of Business

Business fundamentals: How company makes money? Where you fit in the company? Where the company fits in the industry value chain?

Unit II: Career Paths

Self-awareness anchored career mapping; Collection of student’s career objectives data, mapping their respective Career Path.

Unit III: Effective Professional: Mindset and Skillset

Self-assessment against a framework of mindset and skillset; Introduction to building the house of competence; methods of learning

Unit IV: Getting Best out of Your MBA

Based on assessment of personal context and initial viewpoint on career; Guidance on how to best leverage the MBA investment at SSU

“CRP I-Career Management Foundations” is one of the required courses for completion of SSU Career Readiness Program (CRP) for MBA students.

CRP Certificate Requirements:

SSU awards the graduation certificate for completion of its Career Readiness Program (CRP). To earn the certificate, the following requirements need to be met:

1. Interested students need to apply for enrollment in the program. Continuation in the program is contingent upon student performance. Registration in CRP is open to all SSU MBA students.
2. Participation in training workshops for the required CRP courses (CRP I, II, III, IV)
3. Complete the required CRP assignments & projects with “pass” grades. The delivery of an approved industry project will earn the “completion with distinction.”

Subject Name: CRP II-Career Management Essentials**SEMESTER: II**

Theme: Career management essentials and take charge of your career progression journey.

Course Objective: Introduce the tools and thinking processes to enable learners take charge of their professional development. Provide guidance on delivering the work by applying the logical thinking.

“CRP II-Career Management Essentials” is the second one, in the 4-course series of Career Readiness Program (CRP) offered to SSU MBA students.

Learning Outcomes:

After the learning experience of this course, student should be able to:

- Develop their professional development plan
- Develop hypotheses; conduct analyses and build storyboards to make recommendations
- Develop the work plan for a project and create deliverables to report project progress
- Design a productivity system for self-use

Unit I: Discipline Your Professional Development

Build a personalized house of competence/ skillset and self-assessment for skills and mindset. Learn a structured approach to problem solving.

Unit II: Structured Thinking for Delivering Work

Guidance on applying the logical thinking to solve business problems and communicate solutions; Building solution hypotheses, conducting analyses and building presentation documents

Unit III: Project Management Essentials

Practices for effectively estimating effort, right starting, managing and closing out a project

Unit IV: Personal Productivity System

Guidance to identify requirements for the learner’s productivity system; Provide a framework to design a system; Leading practices on personal effectiveness in a variety of roles

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3. Complete the required CRP assignments & projects with “pass” grades. The delivery of an approved industry project will earn the “completion with distinction.”

Subject Name: CRP III-The Art and Science of Getting Hired**SEMESTER: III****Theme:** Tighten professional behavior skills and getting hired

Course Objective: Provide learners with perspectives and thinking processes on a variety of professional behavior topics to better equip them to get hired and continue their professional growth journey.

“CRP III-The Art and Science of Getting Hired” is the third one, in the 4-course series of Career Readiness Program (CRP) offered to SSU MBA students.

Learning Outcomes:

After the learning experience of this course, student should be able to:

- Self-evaluate their behavioral effectiveness in professional situations
- Design a system to manage their professional relationships
- Define their professional identify and a plan to manage it online
- Build a plan to proactively manage their job search and getting hired activities

Unit I: Professional Behavior and Team Interactions

Essentials of professional behavior; Effectiveness in team environment; the EQ game; Practicing presence

Unit II: Managing Professional Relationships

Mindset and self-assessment to manage professional relationships; A system to discipline relationships management; Conflict management

Unit III: Managing Personal Brand

Defining your professional identify; Continual refinement in personal brand; Managing online presence effectively

Unit IV: Getting Hired

Guidance to research & evaluate the marketplace to find jobs of interest, and guidance to be effective in hiring process

“CRP III-The Art and Science of Getting Hired” is one of the required courses for completion of SSU Career Readiness Program (CRP) for MBA students.

CRP Certificate Requirements:

SSU awards the graduation certificate for completion of its Career Readiness Program (CRP). To earn the certificate, the following requirements need to be met:

4. Interested students need to apply for enrollment in the program. Continuation in the program is contingent upon student performance. Registration in CRP is open to all SSU MBA students.
5. Participation in training workshops for the required CRP courses (CRP I, II, III, IV)
6. Complete the required CRP assignments & projects with “pass” grades. The delivery of an approved industry project will earn the “completion with distinction.”

Subject Name: CRP IV-Right Start a New Job**SEMESTER: IV**

Theme: Make knowledge your own and get organized to right-start your first job after SSU MBA

Course Objective: Enable learners to connect dots across the CRP units to “make knowledge their own.” The learning loop of CRP gets closed with participants building a “perspective” and/or “set of tools” to manage yourself and to work with others. Guidance to right start their first job after SSU MBA and managing work-life balance.

“CRP IV-Right Start a New Job” is the fourth and final one, in the 4-course series of Career Readiness Program (CRP) offered to SSU MBA students.

Learning Outcomes:

After the learning experience of this course, student should be able to:

- Develop a toolkit for personal productivity
- Develop a toolkit for effectiveness in working with others
- Create a plan of work to be impactful during initial weeks in new job
- Anticipate the challenges of work-life balance to address them proactively

Unit I: Learning Integration - Managing Yourself

Learners build an integrated perspective on “Managing Yourself” by connecting specific elements from relevant units in prior Semester I, II, III: Career Paths, Effective professional: Mindset & skillset; Discipline your professional development; Structured thinking for Delivering Work; Managing Personal Brand; Personal productivity system

Unit II: Learning Integration - Working with Others

Learners build an integrated perspective on “Working with Others” by connecting specific elements from relevant units in prior Semester I, II, III: Project Management; Professional behavior and team interactions; Managing professional relationships

Unit III: Getting organized for first 90 days

Guidance to prepare a personalized plan to right-start your first job after SSU MBA

Unit IV: Career Growth & Work-Life balance

Guidance on balancing priorities outside work in high pressure work environment. Guidance on representing SSU and leveraging MBA experience at SSU

“CRP IV-Right Start a New Job” is one of the required courses for completion of SSU Career Readiness Program (CRP) for MBA students.

CRP Certificate Requirements:

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