



CEMUS



Sustainable Development – Project Management and Communication Fall 2017

Make up task – less than 75% attendance

This make up task is to fulfill the examination requirement of at least 75% attendance for non-mandatory sessions. This means that every student has to have attended at least 16 of the 21 non-mandatory classes. Attendance that falls below this requires having to complete make up tasks. After the 12th December you will be able to find your attendance record under the “Progress” tab in Studentportalen. These records will include attendance, list the number of classes absent/attended, and how many make up tasks you are required to complete. You will also be able to see which sessions you did not attend. Please contact us asap if you believe there to be an error in our records.

Below are the requirements concerning the number of make up tasks that need to be completed for this aspect of the course:

Attendance	Attended 16-21 Sessions	Attended 14-15 Sessions	Attended 12-13 Sessions	Attended 10-11 Sessions	Attended 8-9 Sessions	Attended 6-7 Sessions
Number of sessions to design	0	1	2	3	4	5

The Task

Choose one lecture from the ones that you were absent in and present a plan for covering the topic of that lecture to students in an interesting and engaging way. Use the listed questions to guide what aspects you need to include in your lecture plan.



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Alternatively, if you thought that there was a topic you feel should have been covered, then you may present a plan for this topic instead.

The overall idea is for you to put yourself into the position of a course coordinator whilst familiarising yourself with a topic that you missed out on. Ideally your ideas for certain sessions will help us plan the next course and continuously improve the sessions.

Before the lecture:

- Which learning outcomes of the course are connected to the lecture?
- What insights, skills or information should a student leave with? Why are these important in the context of the course?
- Suggest and motivate at least two scientific articles for the course reader that would benefit a student to read (other than the ones we gave you) and explain why you chose them. Feel free to additionally suggest videos or other material you find relevant.

During the lecture:

- Define the structure and content of the session. What topics will be covered during the session and what is the relevant information for these topics?
- How would you engage students? Can you think of any exercises or activities that could be helpful?
- What kind of questions would you ask the students related to the reading?

After the lecture

- Would you include any follow up tasks, such as an exam, assignment or reflection? Why/why not?

Requirements

- Read the instructions thoroughly and figure out how many sessions you need to design.
- The assignment should be 2 pages
- Use Times New Roman size 12 or equivalent, line spacing 1.15
- Use references when you need to, especially when suggesting literature. Use either footnotes, i.e. the Oxford system or include the references in the text, i.e. the Harvard System; example: (Hornborg, 2001, p. 39).
- Put your name on the top of each page. For the file name of the document, use your name plus assignment (e.g. "Your Name" _ Attendance Make up).
- Submit your assignment via studentportalen before the **23.59 Sunday 7th January** if you want to receive the credits for this course in regular time.