II2203 Coaching of ICT R&D Projects 7.5 credits

Handledning av forsknings- och utvecklingsprojekt inom informations- och kommunikationsteknik

This is a translation of the Swedish, legally binding, course syllabus.

Establishment

Course syllabus for II2203 valid from Autumn 2009

Grading scale

P, F

Education cycle

Second cycle

Main field of study

Information and Communication Technology, Information Technology

Specific prerequisites

Students is admitted to this course individually.

Language of instruction

The language of instruction is specified in the course offering information in the course catalogue.

Intended learning outcomes

The objective of this course is to offer students that have taken the ICT/Communication Systems Design course an introduction to the theory as well as a practical experience of leadership and coaching of advanced technical R&D tasks. The course will also provide a platform for the coaches to work from and a review of their responsibilities and authority.

After the course, the student will be able to organize and drive a small technical development project, including recruitment of staff and supervise the project while conducted.

Course contents

Al list of course content

- Discussions and meetings with members and leaders in supervised project groups
- Writing meeting notes, set up meeting schedule ..
- Organize workshops.
- Catategorize, analyze and asess the "way of work" and organization of supervised/coached project groups.
- Drive progress and quality enhacement in project groups processes, collaboration, "way of working" e t c.
- Readings about coaching and project methotologies
- Find out ideas and suggestions to improve or change project groups "way of working"
- Support project leaders in their managing of project group
- Discuss matters of concern with other coaches and teachers in weekly mettings.
- Assessment of supervised project groups

Disposition

In the beginning of the course, or even before this course starts, you will be assigned as Coach to one or more student project groups.

Your first task is to outline and write a draft to a "Coaching Plan" for your comming activities and efforts in coaching your groups. This plan is to be communicated with your project group, fellow coaches and teachers in the coach course.
This plan will evolve during the projects and will be handed in continously in new updated versions.

According to your "Coach Plan" you will perfom activities, meetings, own work, assessment e t c.
Mandatory activites and documentation stated in this coaching course must be implemented in your coaching plan.

In order to support you in your coaching there are weekly meetings with all coaches and coach course leaders where we discuss ideas and progress.

At the end you will hand in a "reflection report", assessment of project groups and maybe som specific artifact about a special matter.
Your final "Coach Plan" is also at hand.

Course literature

Course literature is defined at course start up and may differ from time to time and may also be different for each student.

Equipment

A laptop computer of your own.

Examination

- HDL1 - Coaching, 3.0 credits, grading scale: P, F
- ANN1 - Moderating Discussion Groups, 1.5 credits, grading scale: P, F
- ANN2 - Monitoring and Critiquing, 3.0 credits, grading scale: P, F

Based on recommendation from KTH's coordinator for disabilities, the examiner will decide how to adapt an examination for students with documented disability.

The examiner may apply another examination format when re-examining individual students.

If the course is discontinued, students may request to be examined during the following two academic years.

Examination is done by fullfilling specified activites and handing in mandatory documents. If those things are approved you will pass this course.

There is no writing test (in swedish, "skriftlig tentamen") at the end of the course.

Other requirements for final grade

The examination of this course is based on:

- Coaching 1-2 projects in the Communication Systems Design group of courses.
- Compulsory attendance to the course meetings and exercises, including meetings regarding project acquisition, staffing of projects, monitoring and supervision of the different project phases.
- Organizing and moderating one discussion in a web discussion forum on leadership and coaching of technical R&D projects, including, preparing questions about the topic to ensure a good discussion, writing a short summary of major discussion points for the web, moderating to keep the discussion focused and get all participants active.
- Monitoring, critiquing and providing feedback to another coach. Results will be based on how well the coach critiques another coach, how well s/he gives feedback and, how the coach

takes the feedback.
- Reading specified literature on Coaching/ Leadership, submit a brief review of the basic ideas, applying a few of them in the practical coaching part and evaluating the experience in a Lessons Learned paper evaluating the communication systems design course, the project(s) coached and the coaching course.

Ethical approach

- All members of a group are responsible for the group's work.
- In any assessment, every student shall honestly disclose any help received and sources used.
- In an oral assessment, every student shall be able to present and answer questions about the entire assignment and solution.