

**The Hong Kong University of Science and Technology
Division of Public Policy (PPOL)**

Semester:	2023-24 Academic year
Course code:	PPOL 5770 (0-credit)
Course title:	Professional Development for Taught Postgraduate Students
Abbreviated title:	Professional Development for TPG
Course Instructors:	Prof. Kira MATUS, Prof. Naubahar SHARIF
Communication Tutors:	Ms. Cynthia HUI
Target students:	MPP Year 1 and MPM Students
Total class quota:	200 (two sessions)
Grading requirement:	Pass/Fail grade

I. Course description:

This course aims at equipping taught postgraduate students with transferrable skills conducive to their professional and career developments. Students are required to attend mandatory training session on topics including plagiarism, group work and approaching the case study methods as well as a series of compulsory and optional sessions of career talks, presentation skills and English enhancement workshops in their course of program study. Graded P or F.

II. Teaching and learning activities:

- i) **Both MPP and MPM students** are required to attend a 3-hour mandatory training course on topics including plagiarism, group work and approaching the case study methods.
- ii) **On top of item (i), MPM students** are also encouraged to attend the seminars and career talks lined up by the Division of Public Policy on an optional/voluntary basis.
- iii) **On top of item (i), MPP students** are also required to attend a series of compulsory sessions of seminars, career talks, presentation skills and English enhancement workshops in their course of program study.

The following proposed teaching and learning activities are tentative and subject to change due to the speaker's availability:

Instructor	Events	MPP Yr. 1 Students
Naubahar & Kira	Seminar on plagiarism, group work and case study methods	Compulsory
To be arranged	Career Development Workshop (2)	Compulsory
To be arranged	Seminar/ Career talk (2)	Compulsory
Cynthia	Resume writing workshop, Cover letter Writing workshop,	Compulsory
Vanessa (AIS)	NOL/IANG Application	Compulsory
Cynthia	Academic Writing workshop I	Compulsory
Cynthia	Academic Writing workshop II	Compulsory

Instructor	Events	MPP Yr. 1 Students
Cynthia	Academic Writing workshop III	Compulsory
Cynthia	Academic Writing workshop IV (on Email writing)	Compulsory
Cynthia	Individual Consultation (this session will run through two semesters)	Optional