

Global Leadership Program – The University of Tokyo



Global Education for Innovation & Leadership

PHASE 1
GEfIL INDEPENDENT RESEARCH PROJECT
(実践研究)

2023-2024

Abbreviated Version

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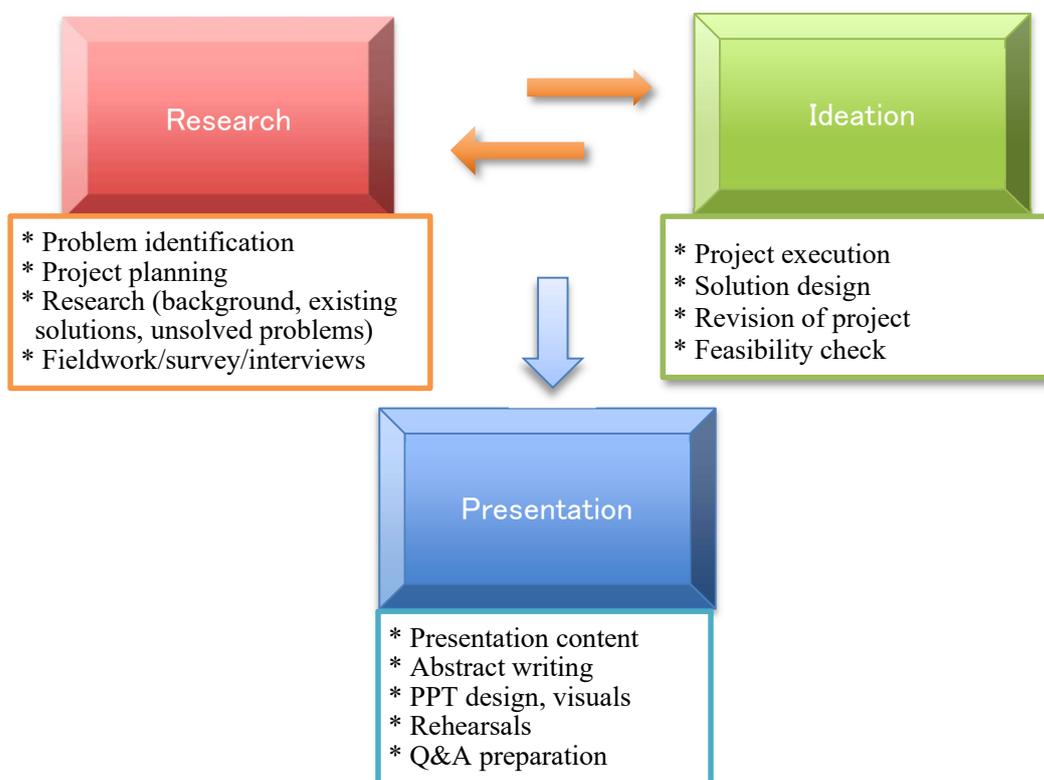
INDEPENDENT RESEARCH PROJECT PHASE 1 – SYLLABUS

Aim of the course

This course aims to provide you with global leadership skills, interdisciplinary research skills, basic skills in project planning and management, the competence to work effectively in teams with diverse members, to enhance your communication and presentation skills in English, and to acquire a good understanding of the Sustainable Development Goals (SDGs). You will need these skills for your own research project in PHASE 2, and for becoming a future global leader.

Structure of PHASE 1

PHASE 1 emphasizes active learning that puts you in charge of your studies. To this end, we employ the **project method** in which you will go in teams through a process consisting of 3 large steps (and several smaller ones), indicated in the following graphs.



Topic of PHASE 1

Each student team will choose one of the SDGs, determine the related target the team wants to achieve in Tokyo by 2030, and conduct in-depth research on how to reach the target.

The goal of the team project is to create an idea for a policy/activity/enterprise/product/service in order to achieve the target. Student teams are encouraged to be creative, bold, and original in their projects.

Teamwork

Since the complexity of the SDGs demands collaboration between “experts” of diverse knowledge-backgrounds, the research projects of PHASE 1 will be carried out in interdisciplinary teams of students with similar interests but from different majors. Both as a team and individually, you will experience a research project on a “real world” issue, from the planning stages to the presentation of your findings and action plans. The focus on SDGs in Tokyo by 2030 has been chosen to enable students to conduct fieldwork where desired and applicable, and thereby gain experience of working on-site with different stakeholders.

The classes in PHASE 1 will be conducted in a combination of lectures, skill exercises, teamwork, group discussions, supervisions as well as fieldwork.

SLACK - Online Teamwork Platform

We use a teamwork online platform – SLACK – to communicate within your team, between teams, and with the GLP-GEFIL teaching staff. After receiving an invitation email, please follow the instructions to register yourself on SLACK.

Make sure to **regularly** check the SLACK pages, as the teaching staff will frequently upload information material and Power Point files of the lectures given during PHASE 1.

Learning Outcomes

Students will learn to

- 1) set targets and an agenda for tackling complex issues such as the SDGs,
- 2) critically analyze sources and research material,
- 3) design a research project and explore solutions for “real” problems,
- 4) select and apply appropriate methods of analysis and innovation,
- 5) conduct feasibility and applicability assessments,
- 6) manage project time efficiently,
- 7) communicate and work in interdisciplinary and international teams,
- 8) debate on research issues with peers and critics,
- 9) present findings and solutions in English for a large audience.

Assessment:

PHASE 1 is assessed by a combination of

- 40% Individual Research Report of 1,800 – 2,200 words (in English) to be submitted by **28 February 2024 (Wednesday), noon**. The report should display your individual contribution to the team project.
- 40% Final Team Presentation on 18 or 25 May or 1 June, 2024 (Sat.)(TBC);
- 20% Interim presentation of teamwork on 17 February,2024 (Sat.);

IMPORTANT - Attendance Requirement:

Students shall make effort to attend **all** the workshops. Workshops 1, 2, 3 are crucial to your team's success. Workshop 7 requires everyone's attendance for their team's final presentation. Missing one of these four compulsory workshops will result in a fail in PHASE 1, thus no longer be eligible to receive a GEFIL scholarship for the Abroad Programs, neither to progress to PHASE 2.

Please talk to your mentor (not TAs) if you have to be absent. If you miss other workshops for valid reasons, you will be required to conduct an **alternative task** on each missed workshop.

SUPPORT:

All of you and your teams will be guided and supported throughout your project by the GLP-GEFIL Mentors and post-graduate Teaching Assistants.

Mentors' email addresses

SUSTAINABLE DEVELOPMENT GOALS



Reading Material for Preparation (*compulsory reading)

The SDGS in Action

https://www.undp.org/sustainable-development-goals?c_src=CENTRAL&c_src2=GSR

COVID-19 and Human Development: Assessing the Crisis, Envisioning the Recovery, by United Nations Development Programme

https://hdr.undp.org/system/files/documents/covid-19andhumandevlopmentpdf_1.pdf

From Insights to Action: Gender Equality in the Wake of COVID-19, by UN Women

<https://www.unwomen.org/sites/default/files/Headquarters/Attachments/Sections/Library/Publications/2020/Gender-equality-in-the-wake-of-COVID-19-en.pdf>

Progress on the Sustainable Development Goals: The gender snapshot 2022

<https://www.unwomen.org/sites/default/files/2022-09/Progress-on-the-sustainable-development-goals-the-gender-snapshot-2022-en.pdf>

HUMAN DEVELOPMENT REPORT 2021-22, Uncertain Times, Unsettled Lives: Shaping our Future in a Transforming World

https://hdr.undp.org/system/files/documents/global-report-document/hdr2021-22pdf_1.pdf

PHASE 1 Schedule for December 2023 to May 2024

Entrance Ceremony: Saturday, 9 December 9:30 – 12:00

9:30-12:00 Entrance Ceremony (Venue: Administration office Hall, Komaba Campus)

Assignment 1 (individual), for 9 December Workshop:

Please familiarize yourself with the SDGs basics.

STEP 1: Carefully read the Reading Material the Post-2015 [Kanie] report *Prescriptions for effective implementation of the Sustainable Development Goals in Japan* (see links in the reading list on page 6).

STEP 2: Choose one SDG you are particularly interested in and consider the following **Guiding Questions**:

- What target you like to set?
- Which measures have already been taken to achieve the chosen target?
- What still needs to be done or is lacking in the measures in Tokyo?
- Which specific areas and target populations of Tokyo are particularly affected by your chosen SDG?

Use Slack to communicate with your team members, and to receive advice from GLP-GEFIL Mentors and Teaching Assistants for PHASE 1.

Workshop 1: Saturday, 9 December 13:30 – 16:30

Venue: Venue: Rm 109, Building 1, Komaba Campus

First Abroad Program Info Session: 17:00 – 18:30

Assignment 2 (as an individual), by Friday, 15 December:

The following two steps are needed for the “Team Project Planning” session on Saturday, 16 December:

STEP 1: Prepare **one** PPT slide to indicate your initial ideas for a project.

STEP 2: Share your slides on your SLACK team channel with your team members and discuss your ideas with them. Mentors and TAs will provide feedback.

Workshop 2: Saturday, 16 December 13:30 – 17:30

Venue: Rm 109, Building 1, Komaba Campus

Expert Mentor Lecture 1, Prof. Ai KIHARAN-HUNT, Peacebuilding: 9:30-12:00

Assignment 3 (as a team), complete the following tasks and be ready for the Individual Team Advisory Meeting between 6 – 31 January:

Task 1, **As a team**, please develop a **Project Plan** (that must be completed by Wednesday, 15 May, 2024, before the Final Presentation) which shall:

- a. Describe the purpose of your project and the method of achieving the goal.
- b. List the research questions and assign them to each member, which shall provide a sub-topic for her/his **Individual Research Report** (due 28 Feb. 2024).
- c. Specify the **dates** of teamwork and assignments (setting the target, revising the idea, proposing solutions, preparing slides to share information on SLACK, writing the Individual Research Report, having rehearsals for the Interim Presentation, meeting the Mentor and TA, and the Final Presentation...)
- d. Decide on who will send reminders, who will check the teamwork progress, and who will alert the team, Mentor and TA to unexpected absence, etc.
- e. Plan a fieldwork/survey/interview and **obtain a permission** from your mentor.
- f. Conduct the fieldwork/survey/interview between February and April.
- g. Prepare a bibliography of academic and media articles, books, audio/visual materials, and surveys, etc. that is relevant to your chosen topic.
- h. Submit this **Project Plan** on your SLACK channel on by 30 December.

Individual Team Advisory Meetings (Friday, 5 January – Wednesday, 31 January 2024)

In this period, GLP Mentors, Teaching Assistants and Teaching Fellow will meet with teams individually to provide advice, support, and feedback for each team's **Project Plan**. Meetings will be arranged in consultation with all team members.

Assignment 4 until Thursday, 15 February:

1. Prepare the **Interim Presentation** by ALL team members.
Format: A 5-minute presentation followed by a 10-minute Q&A.
The presentation will include: (1) project topic, (2) the number of SDGs, (3) the specific problem identified, and (4) initial idea(s) of a solution.
2. Prepare your team presentation slides and submit it on your SLACK channel by Thursday 15 February.

Workshop 3: Saturday, 3 February 2024 13:30 – 17:30

Venue: KOMCEE East K211, Komaba Campus

Expert Mentor Lecture 2, Prof. Yuko ITATSU, AI and Society: 9:30-12:00

Workshop 4: Saturday, 17 February 2024 10:00 – 17:30

Venue: Rm 1212, Building 12, Komaba Campus

(Interim Presentations)

ALL team members must participate in the presentation.

Assignment 5 (as an individual) Individual Research Reports due Noon Wednesday, 28 February 2024

Report length: 1,800 - 2,200 words (excluding footnotes and bibliography) in English. Submit to LPS's **My File**→ **2024S1 2401-1 PHASE1 (Report)**→uploading.

The report should consist of:

- Introduction: topic, background and rationale for your this research,
- Research question and approach/methodology,
- How your individual research is related to your team's project,
- Short literature review of relevant research and measures taken,
- Development of your own ideas in answer to the research question(s), substantiated by critical analyses of collected data and literature review,
- Conclusion and outlook (e.g. open questions or aspects you want to pursue hereafter).

Please see the "Evaluation Criteria: Individual Research Report" in the Appendix to the GEfIL Student Handbook.

You MUST provide references for all the sources you use or paraphrase (see Referencing Guide uploaded on the Slack general channel).

Wednesday, 13 March:

Second Abroad Program Info Session: 17:00 – 18:30

Saturday, 16 March:

Venue: KOMCEE East K211, Komaba Campus

Expert Mentor Lecture 3, Prof. Alexandros GASPARATOS, Sustainability: 9:30-12:00

Workshop 5: Saturday, 23 March 13:30 – 17:30

Venue: Takeda Hall, Hongo Campus

Expert Mentor Lecture 4, Prof. Takahiro HIGASHI and Prof. Haruhiko INADA, Global Health, 9:30-12:00

Assignment 6 (as a team) until Friday, 5 April:

1. Read all the individual research reports in your team.
2. Submit on your Slack channel, a “Progress Report” (500 words) of your team project.
3. This report should indicate each member’s contribution.
4. Complete the problem analysis including the following items:
 - a. Form and design of your solution;
 - b. Needs of, and impact on, stakeholders;
 - c. Possible costs of your project product and implementation and how to fund the project;
 - d. Consideration of wider impact of the team’s solution and its application (e.g. environmental, social, economic, political, cultural).

Workshop 6: Saturday, 6 April 13:30 – 17:30

Venue: KOMCEE East K211, Komaba Campus

Expert Mentor Lecture 5, Prof. Masaaki KATSUSNO Global Education: 9:30-12:00

Saturday, 20 April:

Venue: KOMCEE East K211, Komaba Campus

Expert Mentor Lecture 6, Prof. Kensuke FUKUSHI, Sustainability: 9:30-12:00

Individual Team Advisory Meetings (Monday, 22 April – Thursday, 16 May):

Assignment 7 (as a team) by noon, Monday, 6 May:

Teams must submit an **abstract** (about 300 words) of your final presentation on your Slack channel, which shall include (a) the project title, (b) member names, (c) the number(s) of SDG, (d) the identified problems, (e) proposed solution, and (f) methods of achieving the solution.

All the abstracts will be published as a pamphlet and distributed at the Final Presentation on 18 May(TBD). **Start working early on your abstract!**

During this period your team should focus on preparing your final presentation. GLP Mentors and Teaching Assistants will meet with your team to help you with presentation rehearsals.

Saturday, 11 or 18 May 10:00 – 18:00

Venue: TBC

PHASE 2 Final Presentations:

Students from PHASE 2 give their final presentation in front of peers and representatives of the GLP Sponsor Companies. These presentations will help PHASE 1 students to decide on their own Thematic Field starting from September 2024.

Attendance is recommended for ALL GEfIL students.

Workshop 7: Saturday, 18 or 25 May or 1 June 9:00 – 18:00 (TBC)

Venue: TBC

PHASE 1 FINAL PRESENTATIONS

ALL GEfIL students must participate in your team presentations.

End of September 2024:

Abroad Program Report Session for Sponsor Companies

ALL GEfIL students must participate to express gratitude to the sponsor companies.