Collaborative Work

Course Description

This course helps students to build up and expand essential interdisciplinary competencies for our networked world, allowing students to exploit opportunities for constructive cooperation with others. It presents basic forms and design possibilities for collaborative learning and working, imparts basic knowledge and tools for self-managed, flexible, and creative thinking, learning, and acting, and familiarizes students with the topics of empathy and emotional intelligence. Students are also encouraged to apply the course contents to promote their autonomous competence to act and their competence in the interactive application of tools and in interacting in heterogeneous groups.

Contents

1. Learning for a Networked World, in a Networked World
   1. Requirements and Opportunities in the “VUCA” World
   2. Learning, Knowing and Not-Knowing
   3. The 4C Model: Collective, Collaborative, Continuous, and Connected
   4. Monitoring Learning Behavior
2. Networking & Cooperation
   1. Cooperation Partners
   2. Sustainable Relationships: Digital Interaction and Trust Building
   3. Organizing Collaboration
   4. Social Learning
3. Performance in (Online) Teams
   1. Goals, Roles, Organization, and Performance Measurement
   2. Team Building and Team Flow
   3. Agile Project Management with Scrum
   4. Other Agile Methods
4. Communicating and Convincing
   1. Communication as Social Interaction
   2. Language, Images, Metaphors, and Stories
   3. Attitude: Open, Empathetic, and Appreciative Communication
   4. Active Listening
   5. Analyze Your Conversational and Argumentative Skills
5. Recognizing Conflict Potential—Managing Conflicts—Negotiating Effectively
   1. Respecting Diversity and Seizing Opportunities
   2. Empathy
   3. Systemic Solution Process Work
   4. Constructive Negotiation
6. Achieving Your Goals
   1. Effective Goal Setting
   2. The Agile Use of Time
   3. (Self-)Coaching Methods
   4. Self-Management and Motivation Strategies
7. Mobilizing Resources
   1. Recognizing Resources
   2. Reflection and Innovation
   3. Transfer Strength and Willpower