

Collaborative Work

Module Code: DLBCSCW

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| Module Type see curriculum | Admission Requirements none | Study Level BA | CP 5 | Student Workload 150 h |
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| Semester / Term see curriculum | Duration Minimum 1 semester | Regularly offered in WiSe/SoSe | Language of Instruction and Examination English |
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Module Coordinator

Prof. Dr. Karin Halbritter (Collaborative Work)

Contributing Courses to Module

- Collaborative Work (DLBCSCW01)

Module Exam Type

Module Exam

Study Format: myStudies
Oral Assignment

Study Format: Distance Learning
Oral Assignment

Split Exam

Weight of Module

see curriculum

Module Contents

- Self-Directed and Collaborative Learning
- Networking and Cooperation
- Performance in (Virtual) Teams
- Communication, Arguments, and Being Convincing
- Potentials for Conflict and Managing Conflicts
- Self-Management and Personal Skills

Learning Outcomes**Collaborative Work**

On successful completion, students will be able to

- design their own learning processes both self-directed and collaborative with analog and digital media.
- initiate face-to-face and virtual cooperation and select suitable methods for shaping collaboration even in an intercultural context and across disciplinary boundaries.
- assess different forms of communication in relation to the goals and requirements of different situations and to reflect on their own communication and argumentation behavior in order to be able to shape conducive collaboration also in an interdisciplinary context.
- recognize social diversity including cultural and professional differences as a value, and to name and apply tools to deal with them constructively.
- explain conflict potentials and the role of emotions in conflicts and to describe the use of systemic methods in the target- and solution-oriented handling of conflicts.
- analyze one's own resources, present methods of self-leadership and self-motivation, and derive appropriate strategies.

Links to other Modules within the Study Program

This module is similar to other modules in the fields of Business Administration & Management

Links to other Study Programs of the University

All Bachelor Programmes in the Business & Management fields

Collaborative Work

Course Code: DLBCSCW01

| Study Level | Language of Instruction and Examination | Contact Hours | CP | Admission Requirements |
|-------------|---|---------------|----|------------------------|
| BA | English | | 5 | none |

Course Description

The course supports the students in building up and expanding important interdisciplinary competences for our networked world, and in doing so, students can take advantage of the opportunities for constructive cooperation with others. It presents essential forms and design possibilities of 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 use the course contents. In this way, they promote their autonomous competence to act and their competence in the interactive application of tools and in interacting in heterogeneous groups.

Course Outcomes

On successful completion, students will be able to

- design their own learning processes both self-directed and collaborative with analog and digital media.
- initiate face-to-face and virtual cooperation and select suitable methods for shaping collaboration even in an intercultural context and across disciplinary boundaries.
- assess different forms of communication in relation to the goals and requirements of different situations and to reflect on their own communication and argumentation behavior in order to be able to shape conducive collaboration also in an interdisciplinary context.
- recognize social diversity including cultural and professional differences as a value, and to name and apply tools to deal with them constructively.
- explain conflict potentials and the role of emotions in conflicts and to describe the use of systemic methods in the target- and solution-oriented handling of conflicts.
- analyze one's own resources, present methods of self-leadership and self-motivation, and derive appropriate strategies.

Contents

1. Learning for a Networked World, in a Networked World
 - 1.1 Requirements and Opportunities in the "VUCA" World
 - 1.2 Learning, Knowing and Not-Knowing
 - 1.3 The 4C Model: Collective, Collaborative, Continuous, and Connected
 - 1.4 Monitoring Learning Behaviour

2. Networking & Cooperation
 - 2.1 Cooperation Partners
 - 2.2 Sustainable Relationships: Digital Interaction and Trust Building
 - 2.3 Organizing Collaboration
 - 2.4 Social Learning
3. Performance in (Online) Teams
 - 3.1 Goals, Roles, Organization and Performance Measurement
 - 3.2 Team Building and Team Flow
 - 3.3 Agile Project Management with Scrum
 - 3.4 Other Agile Methods
4. Communicating and Convincing
 - 4.1 Communication as Social Interaction
 - 4.2 Language, Images, Metaphors, and Stories
 - 4.3 Attitude: Open, Empathetic, and Appreciative Communication
 - 4.4 Active Listening
 - 4.5 Analyze Your Conversational and Argumentative Skills
5. Recognizing Conflict Potential — Managing Conflicts — Negotiating Effectively
 - 5.1 Respecting Diversity and Seizing Opportunities
 - 5.2 Empathy
 - 5.3 Systemic Solution Process Work
 - 5.4 Constructive Negotiation
6. Achieving Your Goals
 - 6.1 Effective Goal Setting
 - 6.2 The Agile Use of Time
 - 6.3 (Self-)Coaching Methods
 - 6.4 Self-Management and Motivation Strategies
7. Mobilizing Resources
 - 7.1 Recognizing Resources
 - 7.2 Reflection and Innovation
 - 7.3 Transfer Strength and Willpower

Literature**Compulsory Reading****Further Reading**

- Baber, A., Waymon, L., Alphonso, A., & Wylde, J. (2015). Strategic connections: The new face of networking in a collaborative world. New York, NY: AMACOM.
- Hinnen, A. & Hinnen, G. (2018). Reframe it! 42 Werkzeuge und ein Modell, mit denen sie Komplexität meistern (2nd ed.). Hamburg, Germany: Murmann.
- Kaats, E., & Opheij, W. (2014). Creating conditions for promising collaboration: Alliances, networks, chains, strategic partnerships. Heidelberg, Germany: Springer.
- Martin, S. J., Goldstein, N. J., & Cialdini, R. B. (2014). The small BIG: Small changes that spark BIG influence. London, England: Profile Books.
- Oettingen, G. (2014). Rethinking positive thinking: Inside the new science of motivation. New York, NY: Current.
- Storch, M., & Kuhl, J. (2017). Die Kraft aus dem Selbst: Sieben PsychoGyms für das Unbewusste (3th ed.). Bern, Switzerland: Hogrefe.
- Storch, M., & Tschacher, W. (2016). Embodied Communication: Kommunikation beginnt im Körper, nicht im Kopf. Bern, Switzerland: Hogrefe.
- Wenger, E. (1998). Communities of practice: Learning, meaning, and identity. Cambridge, England: Cambridge University Press.

Study Format myStudies

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| Study Format myStudies | Course Type Lecture |
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| Information about the examination | |
| Examination Admission Requirements | BOLK: yes Course Evaluation: no |
| Type of Exam | Oral Assignment |

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| Student Workload | | | | | |
| Self Study | Contact Hours | Tutorial | Self Test | Independent Study | Hours Total |
| 110 h | 0 h | 20 h | 20 h | 0 h | 150 h |

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| Instructional Methods | |
| <input type="checkbox"/> Learning Sprints® <input checked="" type="checkbox"/> Course Book <input type="checkbox"/> Vodcast <input checked="" type="checkbox"/> Shortcast <input checked="" type="checkbox"/> Audio <input type="checkbox"/> Exam Template | <input type="checkbox"/> Review Book <input type="checkbox"/> Creative Lab <input checked="" type="checkbox"/> Guideline <input type="checkbox"/> Live Tutorium/Course Feed <input type="checkbox"/> Reader <input checked="" type="checkbox"/> Slides |

Study Format Distance Learning

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| Study Format Distance Learning | Course Type Online Lecture |
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| Information about the examination | |
| Examination Admission Requirements | BOLK: yes Course Evaluation: no |
| Type of Exam | Oral Assignment |

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|-------------------------|----------------------|-----------------|------------------|--------------------------|--------------------|
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