

► 12 – 14 JUNE 2017 ◀

# CASE TEACHING AND CASE STUDY WRITING FOR PUBLIC POLICY

EXECUTIVE EDUCATION

## ► INTRODUCTION ◀



This workshop is designed to develop skills that faculty in policy-focused universities and training institutions can use both to develop interactive and participant-centred teaching styles and to help faculty develop skills in case writing.

In the three-day format that includes both case teaching and case writing, the initial sessions focus on “how to” lessons on both teaching and writing, interspersed with activities where the participants work in teams where they prepare case teaching plans and class openings to present to all of the participants. The initial emphasis is on case teaching, since before participants can write a successful case, they must understand how learning in a case-oriented classroom takes place. The workshop includes case discussions on several existing cases, combined with a “post-mortem” of what worked and what did not in both the written case and the case discussion. Core teaching strategies will be discussed to include development of time management plans, whiteboard management plans, how to pose opening questions, “cold-calling” versus “warm calling,” and how to close a case-discussion class with “Take-Aways.” Participants will analyse actual cases of teaching situations to discuss strategies of classroom management as well.

## ► KEY INFORMATION ◀

### Date & Duration

12 – 14 JUNE 2017 (3 DAYS)

### Venue

Lee Kuan Yew School of Public Policy  
National University of Singapore

(469C Bukit Timah Road Singapore 259772)

### Programme Fees\*

- › S\$2,000 + 7% GST#^
- › S\$1,800 + 7% GST# (10% group discount for 3 or more participants)^
- › S\$1,600 + 7% GST# (20% discount for LKY School Degree Programme / Executive Education Programme Alumni)^

### Applications

Please submit completed Application Form & CV

(Refer to enclosed form for more details)

### Deadline for Applications

12 May 2017

### Contact

Executive Education Department  
Lee Kuan Yew School of Public Policy

Tel: (65) 6516 5391 / (65) 6601 1183

Fax: (65) 6872 9291

Email: lkysppep@nus.edu.sg

\* Fee is based on per-person basis and includes food, refreshments, site visits, and learning support materials. Overseas participants should arrange their own visa, travel costs from Singapore, accommodation, transport, and cover their living expenses while in Singapore. The LKY School does not provide scholarships or financial aid for this programme.

# Goods and Services Tax (GST) is applicable for Singapore-based participants and overseas participants who are self-funded or sponsored by a Singapore organisation.

^ Singaporeans working in a Singapore-based company may be eligible for funding. Please contact us for more details.

## ▶ PROGRAMME OBJECTIVES ◀

The workshop aims to enhance a public sector organisation's knowledge and technical capacity by developing its own pool of trained case writers. It does this by helping the participants of the workshop:

- › Understand the principles of case writing;
- › Gain insights on participant-centred learning, and how case teaching is done;
- › Select and develop their case study topics; and
- › Document recent policy decisions in a way suitable for teaching and engaging future generations of public officers

## ▶ TARGET AUDIENCE ◀

This programme is designed to develop skills in policy focused public organisations and training institutions by developing its own pool of trained case writers. It is also suited for policy analysts, strategists, researchers who are at the forefront of research work in public and non-profit institutions.

## ▶ LEARNING FRAMEWORK ◀

	Day 1	Day 2	Day 3
Session 1	Introduction to Case Teaching and Participant-Centered Learning	Group Activity: Preparing Discussion Plans and Case Openings	Using Simulations and Role-Plays in Case Discussions
Session 2	Case Discussion and Review of Discussion	Leading a Participant Oriented Discussion 2	Case Development Session
Session 3	Introduction to Case Writing	Group Activity: Preparing Case Whiteboard Plans and Closings	Case Development Session
Session 4	Leading a Participant-Oriented Discussion 1	Refining Case Writing Skills	Presentation of Cases and Lesson Plans by Participants; Wrap-Up Discussion and Take-Aways
Session 5	Case Development Session	Case Development Session	

## ▶ LEARNING APPROACH ◀

In discussing case-writing, the course addresses issues such as how to decide on a case theme and learning objectives, what material should be included and left out (or relegated to appendices), and how to build participant engagement into the way a case is written. Later workshop sessions will include topics such as how to write multi-player simulation exercises that have students play roles of participants in the policy situation.

Beginning on the first day of multi-day case writing workshops, participants will spend some time working on cases of their own choosing, and it is expected that many of the participants will come to the workshop with very rough drafts of potential cases. By the middle of the second day, the emphasis shifts more to the cases that they are working on preparing themselves. On the final day, participants will have an opportunity to present preliminary versions of their cases and get feedback from the entire group.

## ▶ APPLICATION FORM ◀

Application deadline: 12 May 2017

# CASE TEACHING AND CASE STUDY WRITING FOR PUBLIC POLICY

## 12 – 14 June 2017

Kindly complete the Application Form and submit together with a copy of participant's CV either by email or post.

### › Participant Details

MR/MS/DR/OTHERS\* (If others, please specify) \_\_\_\_\_

FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_

DESIGNATION \_\_\_\_\_ DEPARTMENT \_\_\_\_\_

ORGANISATION \_\_\_\_\_

ADDRESS OF ORGANISATION \_\_\_\_\_

NATIONALITY \_\_\_\_\_ OFFICE NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ MOBILE NUMBER \_\_\_\_\_

DIETARY RESTRICTION (IF ANY) \_\_\_\_\_

NO. OF YEARS OF RELATED EXPERIENCE \_\_\_\_\_

### › Programme Expectation

MOTIVATION FOR JOINING THIS PROGRAMME (1-2 sentences)

\_\_\_\_\_

DESCRIBE YOUR CURRENT ROLE IN YOUR ORGANISATION (1-2 sentences)

\_\_\_\_\_

### › Payment Details

#### Programme Fees\*:

[ ] S\$2,000 + 7% GST#

[ ] S\$1,800 + 7% GST# (For groups of 3 or more participants)

[ ] S\$1,600 + 7% GST# (20% Discount For LKY School Degree Programme/ Executive Education Programme Alumni)

Please indicate programme title and year of completion: \_\_\_\_\_

\* Fee is based on per-person basis and includes food, refreshments, site visits, and learning support materials. Overseas participants should arrange their own visa, travel costs from Singapore, accommodation, transport, and cover their living expenses while in Singapore. The LKY School does not provide scholarships or financial aid for this programme.

# Goods and Services Tax (GST) is applicable for Singapore-based participants and overseas participants who are self-funded or sponsored by a Singapore organisation.

**Mode of Payment:**SPONSORED BY  INDIVIDUAL  OWN ORGANISATION  OTHER ORGANISATION

Please state the Sub-BU Code if sponsored by Singapore government agency:

**Payment Contact:**

FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_

DESIGNATION \_\_\_\_\_ DEPARTMENT \_\_\_\_\_

ORGANISATION \_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ OFFICE NUMBER \_\_\_\_\_

How did you hear about this programme (You may select more than one option):

 PREVIOUS PROGRAMME PARTICIPANT  LKY SCHOOL ALUMNI  LKY SCHOOL WEBSITE LKY SCHOOL SOCIAL MEDIA  LKY SCHOOL EMAIL/ NEWSLETTER  INTERNET SEARCH PROGRAMME BROCHURE  OTHERS: PLEASE SPECIFY: \_\_\_\_\_

Please indicate below if and how you wish to be contacted for future updates of LKY School programmes and events:

 OFFICE NUMBER  EMAIL  NO, I DO NOT WISH TO BE CONTACTED**› Cancellation Policy and Important Notes**

The LKY School reserves the right to determine the final list of participants taking diversity into account.

Once confirmed, should the participant cancel four (4) weeks before the programme, the LKY School will charge the participant or the sponsoring organisation a cancellation fee equivalent to 50% of the programme fee. LKY School reserves the right to postpone or cancel the programme by giving at least 14 days notice.

Please note that photography, audio, and video recording may occur during the programme. All photography, audio, and video recording may be used for the purpose of LKY School's marketing, publicity purposes in print, electronic, and social media. If you do not wish to have your image recorded or published, for compelling and legitimate grounds relating to your particular situation, please inform us via email before the start of the programme. LKY School shall not be responsible for photographs and/ or videos taken by unauthorised persons during the programme.

By signing this application form, you agree that LKY School and NUS may collect, use, and disclose your personal data, as provided in this application form, for the following purpose in accordance with the Personal Data Protection Act 2012 and our data protection policy:

› Disclosure and transfer of your data to third party service providers, agents and/ or our affiliates or related corporations that provide administration, data processing, computer, or other services to LKY School and NUS.

Please visit our website at <http://www.nus.edu.sg/legal-information-notice> for further details on our data protection policy, including how you may access and correct your personal data or withdraw consent to the collection, use, or disclosure of your personal data.

I have read the above and accept the terms.

**Applicant's Signature****Date**

Send your application materials to us by email or post. Put "CASE TEACHING AND CASE STUDY WRITING FOR PUBLIC POLICY" as the email subject line or on the envelope flap.

You can also submit your application **ONLINE**. Visit [www.lkyspp.nus.edu.sg/executive-education/](http://www.lkyspp.nus.edu.sg/executive-education/) for more details.**► FACULTY & SPEAKERS ◀**The *Case Teaching and Case Study Writing for Public Policy* Workshop will be taught by a distinguished guest lecturer.**PROF. KENT WEAVER***Distinguished Professor,  
Comparative Government Field Chair,  
McCourt School of Public Policy*

Prof. Kent Weaver joined the Georgetown Public Policy Institute as Professor of Public Policy in the fall of 2002, after 19 years at the Brookings Institution. Before coming to Brookings, Kent taught in the Political Science Department at the Ohio State University for two years. He received his Ph.D. in Political Science from Harvard University.

Kent's major fields of interest are American and comparative social policy, comparative political institutions, and the politics of expertise. He is particularly interested in understanding how political institutions, past policy choices and the motivations of politicians interact to shape public policy choices. Much of his work has attempted to understand when and why politicians undertake actions that appear to offer more political risks than rewards, and how they attempt to avoid blame when they do so. Kent is the author of *Ending Welfare As We Know It* (Brookings, 2000), *Automatic Government: The Politics of Indexation* (Brookings, 1988) and *The Politics of Industrial Change* (Brookings, 1985). He is also theco-author and editor of *The Collapse of Canada?* (Brookings, 1992) and co-editor of and contributor to numerous books including *Do Institutions Matter? Government Capabilities in the U.S. and Abroad* (Brookings, 1993), *Think Tanks and Civil Societies* (Transaction Publishers, 2000), and *The Government Taketh Away: The Politics of Pain in the United States and Canada* (Georgetown University Press, 2003).

From 2002 to 2002, he served as co-director of the Welfare Reform &amp; Beyond Initiative at Brookings, which sought to build a better understanding of social science research findings among policymakers and advocates in the lead-up to congressional debate on reauthorization of welfare reform legislation. He is currently completing a book on what the United States can learn from the experiences of other advanced industrial countries in reforming their public pension systems. He is also writing another book on how states have implemented welfare reform legislation in the United States.



EXECUTIVE EDUCATION

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Singapore 259772



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