

Teaching Note - Template

Please use **letter size** (not A4 paper), Times New Roman, 10.5 pt font, justified and set line spacing of 1.0. The font size of headings would be 12 and subheadings would be 11.5 italicized. Do not write more than 05 pages.

This can be either written in present tense or past tense.

Teaching Note

Title of the Teaching Case Study

- Times New Roman
- 16 pt font
- Bold

Synopsis

- It provides a very brief description of the case setting and key issues.
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Keywords

- The teaching note should have a maximum of 6 keywords.
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Target Audience in terms of Academic Level

- The case study should indicate its applicability to different educational programs, such as undergraduate, graduate (early or late stage), and executive programs. It should specify the courses in which the case can be used, the level of difficulty, and any specific prerequisites (e.g., a particular model that students should be familiar with before tackling the case). If there are multiple target audiences, the case should discuss different teaching strategies for each.
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Teaching Objectives

- The teaching note should include at least 3-4 teaching objectives. These should be as specific as possible and explain why they are important and relevant for the course/s you are teaching.
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Teaching Plan

- The teaching plan should include the following.
 - Suggested class time

- Suggested student assignments in each time slot during the class time
- Brief description of the opening 10-15 minutes
- Discussion questions with sample answers
- Discussion time
- Brief description of the closing 10-15 minutes. This time should be clearly linked to reinforcing the learning objectives.
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Research Methods

- It includes the methods adopted to collect the data for the development of the case study.
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Conceptual Analysis

- This section focuses on how the practical and theoretical concepts help the student understand the case study and theory.
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Assignment Questions

- The number of assignment questions should be at least 4-5. The assignment should have a minimum of one future-oriented question.
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Reading Materials

- It includes all the relevant reading materials that are required to understand the case and analyze the assignment questions.
- The format should be in APA.
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Analysis of Assignment Questions

- This subsection will analyze each question with solid theoretical support and the application of various frameworks. The analysis may include tables and figures to help instructors better understand the concept's application. Provide examples of real sample answers—both exemplary and marginal (or even incorrect ones). Since a case may not have a single correct answer, it's important to highlight the diversity of opinions and approaches.
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Classroom Experience

- The case authors should highlight that the case has already been tested in the classroom where a minimum number of students is not less than 10 (if any). The feedback given by the students can be included in this section.
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What Happened?

- This subsection should contain the present scenario of the company. After applying the solutions that have been discussed in the classroom, the present situation of the company can be explained here.
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References

- It will include all the relevant references that are included in the teaching note. Authors are advised to use the APA format.
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