

Course Calendar (Sample)



2020
 Lesson:
 More class
 time up
 front for
 planning
 and
 preparation

Date	Topic	Assignments (Due Wed @ 5PM*)
January 20	CLASS - Getting Started	
January 27	Team meetings	Individual team role and description*; First client meeting deck*
February 3	CLASS - Preparation for first client meeting	Plan for first client meeting; Date/time of client meeting
February 10	Client meeting	Micro Reflection #1*
February 17	CLASS - Debrief and moving forward	Project dashboard; Project charter; Materials/recording from meeting
February 24	Team meetings/project work	Project dashboard, Project and data collection plan
March 3	Team meetings/project work	Project dashboard, Peer review #1
March 10	CLASS - Midpoint check-in	Project dashboard
March 17	Team meetings/project work	Project dashboard; Micro Reflection #2
March 24	CLASS - Ignite session	Project dashboard
March 31	Team meetings/project work	Project dashboard; Date/time of final client meeting
April 7	CLASS - Final presentations practice	Draft client presentation
April 14	Final presentations	Final client solution*
April 21	CLASS - Debrief and feedback	Final reflection video, Feedback from client, Peer review #2

*Certain assignments the typical deadline will be extended to be Friday @ 5PM to accommodate different client and/or team meeting times