

INTERNATIONAL UNIVERSITY OF JAPAN  
Public Management and Policy Analysis Program  
Graduate School of International Relations

**ADC5031 (2 Credits)**  
**Public Management Information Systems**  
Spring 2019

Presentation of a Book Chapter or Paper

This reading assignment asks students to present one optional reading jointly.

1. Find a Partner

A student needs to find his/her partner who will work together to study and present an optional reading.

2. Select an Optional Reading

Two students are expected to discuss an interesting topic and choose one optional reading. Look at the weekly schedule of the syllabus. Do NOT choose a required reading. No more than one optional reading will be presented per week. Once you decide a reading, report to the instructor immediately. Yes, *first come, first served!*

3. Preparation of Summary

Write 2 pages of summary handout and prepare hardcopies for your classmates and the instructor. Download the template file from the course Web page and do not exceed two pages. Feel free to change the structure of the handout as you want. The summary needs to contain at least (1) key research questions, (2) key related studies (literature review), (3) major findings (arguments), and (4) conclusion. Ignore minor parts and focus on key arguments.

4. Submission of Summary

Email your summary to the instructor by 17:00 of the day before the presentation.

5. Presentation

Both students must jointly present an optional reading by discussing their roles in presentation. A maximum 15 minutes is given to each presentation including Q&A. Students need to practice sufficiently before presentation. Prepare for the potential questions from your classmates and the instructor after your presentation.

6. Evaluation

Evaluation is based on how well the handout is organized and how effective students present the key arguments.

*End of reading assignment.*

<http://www.sonsoo.org>