

THE GEORGE WASHINGTON UNIVERSITY  
**THE ELLIOTT SCHOOL**  
**OF INTERNATIONAL AFFAIRS**

Reference for Student Participation in IAFF 309  
International Trade and Investment Policy Capstone

Student  
Guidelines  
**FALL 2007 / Spring 2008**

IAFF 309  
ITIP Capstone Course  
Contact Info

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# INTRODUCTION

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## Welcome to IAFF 309

The International Trade & Investment Policy (ITIP) capstone course (IAFF 309) provides an opportunity for students to conduct research and apply the multidisciplinary knowledge acquired in the ITIP program to a practical real world international policy problem. The capstone is a one credit course graded on a Pass/Fail basis. It is generally taken in the final semester of the student's MA program. In the capstone students will be grouped into small teams and will complete a research project submitted by a sponsoring organization.

In order to provide sufficient time for successful completion of the projects by mid April, student teams will be matched with sponsoring organizations in the Fall semester prior to registering for IAFF 309 in the Spring semester. Initial contact with the sponsor will be made in the Fall and one preliminary report must be submitted in November. Special arrangements will be made for students who are away from campus during the Fall semester.

This guide provides information about sponsors, project proposals, a timeline indicating deadlines, a list of deliverables and info about the final presentation at the Elliott School.

*Steve Suranovic*

ITIP Program Director

# PROJECT PROPOSAL SUBMISSION

(for Sponsor Organizatons)

All ITIP students take a set of core courses that includes International Trade Theory and Policy, International Finance Theory and Policy, International Political Economy, International Economic History and a second-level course in quantitative methods that includes regression analysis. In addition, each student takes an additional set of four courses in one of three fields of study titled International Economic Policy Analysis, International Business, or Development Economics. Finally, each student demonstrates proficiency in a foreign language.

A suitable project will require a team of students to conduct research, analyze data and report on an issue of interest to the sponsor organization. The project may require students to consider aspects of a problem across several disciplines (i.e., economic, political, historical, legal and/or social). The project must be reasonable to be completed by a team of three students in a 3-5 month period of time. Requisite empirical data must be provided by the sponsor or be available from public sources. Sponsors may require non-disclosure or confidentiality agreements to be signed by the students.

Some examples of appropriate project topics are:

1. Analysis of Investment Risk in a specified country or region
2. Market Potential of a Product in a specified country or region
3. Effects of a regional FTA in an industry or country.
4. Effects of government regulatory action on an industry's trade or investment patterns.

**The project proposal submitted by the sponsor should include an overview of the sponsor organization and a short description of the question, issue or task to be accomplished. One or, at most, two pages is sufficient.**

The sponsor must assign one person from its organization to serve as the project director. This person will work with the students by providing information from the organization, arranging internal meetings and signing off on project milestones. The project proposal must include complete contact information for the sponsor project director and any other designated liaisons.

Project Proposals may be submitted via email to [itip@gwu.edu](mailto:itip@gwu.edu) before **Friday September 28**. Please title the email ITIP Project Proposal – *Your Org. Name*

## Role of the Students

Three or four students will be assigned to each project. The students' role is similar to an external consulting company. Using specifications and guidance from the sponsor organization, students will clarify project goals and objectives, determine what tasks need to be accomplished to achieve these goals, and identify who on the team will be responsible for each assignment. Students will self-manage the project. They are free to choose a project manager or work as a collective. Students will submit a final project report to the Sponsor Project Director and the ITIP Director by the end of the Spring semester. All members will be equally responsible for the success of the project. Each project will be graded on a Pass/Fail basis and each project team member will generally receive the same grade.

## Role of the Sponsor

The sponsor organization submits a project proposal in light of its own interests or needs. One individual in the organization serves as the Sponsor Project Director (SPD) and is the main contact for the students. The SPD arranges meetings between students and relevant organization members, monitors and reviews project progress, and communicates periodically with the student team and the ITIP Director. Upon completion of the project the SPD submits a short report to the ITIP Director with an overall assessment.

## Role of the ITIP Director

The ITIP Director (ID) is responsible for selecting project proposals and matching them with student teams. The ID also collects and reviews progress reports submitted by student teams and the SPD during the course of the project. Upon completion of the project and receipt of the final assessment by the SPD, the ID assigns student grades.

# PROJECT TIMELINE

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**Project Proposals Due** - Sponsor organizations may submit project proposals to the ITIP Director at [itip@gwu.edu](mailto:itip@gwu.edu) by **Friday, September 28, 2007**. Organizations are welcome to submit more than one proposal if desired.

**Project Selection** – Submitted projects will be reviewed and selected on the basis of compatibility with student and program interests. Students will be grouped into small teams and matched with selected projects by Friday, October 12, 2007.

**Project Statement** – Students teams will arrange a meeting with the Sponsor to discuss project details. Students will rewrite the project statement and more precisely describe the scope of the project and the nature of the deliverable. Students must submit the report to the Sponsor Project Director and the ITIP Director by Friday, November 16, 2007. The Sponsor Project Director must verify receipt of this statement by notifying the ITIP Director at [itip@gwu.edu](mailto:itip@gwu.edu). Sponsor comments on student progress are also welcome.

**IAFF 309 Course Registration** – Each student participating in the capstone must register for IAFF 309. Registration for the Spring 2008 semester opens in November.

**Midterm Progress Report** – Student teams must submit a report to the Sponsor Project Director and the ITIP Director describing progress made, accomplishments, and work remaining. Students should include any problems or pitfalls and plans for overcoming these. The Sponsor Project Director must verify receipt of this report by notifying the ITIP Director at [itip@gwu.edu](mailto:itip@gwu.edu) by Friday, February 15, 2008. Sponsor comments on student progress are again welcome.

**On Site Presentation** – Students are required to make a presentation of preliminary findings and progress at the Sponsor organization before Friday March 28, 2008. This meeting is designed to provide feedback and to make any necessary final adjustments to the project. The sponsor director must submit a brief assessment of progress and likelihood of successful completion to the ITIP Director at [itip@gwu.edu](mailto:itip@gwu.edu) after this meeting.

Elliott School Presentation and Lunch – Students are required to make a brief (~15 minute) presentation of their final report at the Elliott School on Friday April 18, 2008. Final reports must also be submitted to the Sponsor Director and the ITIP Director at this time. Sponsor organization representatives will be invited to attend the presentations and a subsequent luncheon.

Final Assessment – The Sponsor Project Director must submit a brief report to the ITIP Director at [itip@gwu.edu](mailto:itip@gwu.edu) before Friday April 25, 2008, with a final assessment of the project. Comments concerning the quality of the report, whether the report matched, exceeded, or fell short of expectations, and the professionalism of the student team are welcome. The sponsor may also provide an assessment of challenges faced by the student team and their success in overcoming them. Sponsor's suggestions for improvements of the Capstone project are also welcome.

The ITIP Director will submit the Final Student Grades for the IAFF 309 capstone course shortly thereafter.

# ITIP CAPSTONE CALENDAR

## 2007-2008

September 28, 2007	Sponsor Project Proposals Due
October 12, 2007	ITIP Director Announces Student Teams and Sponsor Assignments
November 16, 2007	<p>Student Project Statement Due to Sponsor and ITIP Director</p> <p>Sponsor Project Director sends notice of receipt with any comments to the ITIP Director at <a href="mailto:itip@gwu.edu">itip@gwu.edu</a>.</p>
February 15, 2008	<p>Student Midterm Progress Report Due to Sponsor and ITIP Director</p> <p>Sponsor Project Director sends notice of receipt with any comments to the ITIP Director at <a href="mailto:itip@gwu.edu">itip@gwu.edu</a>.</p>
March 28, 2008	<p>Student Presentation at Sponsor Organization</p> <p>Sponsor Project Director submits a brief progress report after this meeting to the ITIP Director at <a href="mailto:itip@gwu.edu">itip@gwu.edu</a>.</p>
April 18, 2008	<p>Student Final Presentation at Elliott School</p> <p>Luncheon in the Elliott School Commons for ITIP students and Sponsor representatives.</p>
April 25, 2008	Sponsor Project Director submits Final Assessment to the ITIP Director at <a href="mailto:itip@gwu.edu">itip@gwu.edu</a>