Process Model for Proposing a Credit-Bearing Pre-Departure Education Abroad Course

The process model for proposing a credit-bearing pre-departure education abroad course is like a game of Capture the Flag. Success depends on a solid understanding of the game, a clear strategy, and quality execution.

Stage One: Reconnoiter the Landscape

This is the most overlooked step in the process, and the reason that most efforts fail. Proper reconnaissance is necessary to planning a strategy and executing that strategy to achieve course approval.

Determine the Process: Formal & Informal
Identify the Key Stakeholders: Internal & External
Examine the Campus Political Landscape
Review Peer & Aspirant Landscape/Strategies

Reconnoiter

Stage Two: Craft the Strategy

Once you have the reconnaissance, you can begin to figure out how to use it. Developing a plan to achieve your goal is essential. Efforts that fail often move too quickly through this process.

Create Rationale/Justification/Argument
Design Proposal & Course Syllabus
Establish a Staffing Plan
Create the Course Assessment Plan & Revision Schedule
Determine Who Leads the Proposal Process
Evaluate the Timing of the Proposal

Plan

Stage Three: Execute the Strategy

Once you're through the planning stage, you're ready to implement the plan. Putting strategy into practice will be much smoother and likely more successful if built on the prior to stages.

Draft & Submit the Proposal
Determine Who Will Address Questions
*Evaluate Your Non-Negotiables
*Build Your Portfolio of Counterarguments & Evidence
**Think about this during the planning stage, but it won't be used until this stage.*

Propose

Tips

- The more time spent on reconnaissance and planning the easier the execution stage will be and the more likely you will get a positive result.
- Part of reconnaissance and planning is assessing the strengths and skills of your players and determining who is best at offense, defense, planning, etc.
- Just like a game of Capture the Flag, curricular proposals are not always successful. Learn and grow from rejection.

 | © 2026
Do not reproduce without author's permission.
for support with this process: info@globpuz.com

Global Puzzles, LLC
Strategic Solutions for a Better Tomorrow