

The Personal and Professional Project (PPP)

emlyon business school is defined as an entrepreneurial institution. This central theme is one of the key elements of its strategy. Entrepreneurship is reflected in each individual in terms of their ability to define and apply projects for their own development. The Grande Ecole programme applies this entrepreneurial logic with the **"Personal and Professional Project"** action plan. The « Career Intensity »¹ programme will help you to organise your thoughts at each stage in your study path and to make better and more coherent choices in the organisation of your education programme.

The aims of this approach are as follows :

- to direct each student in the construction of their career while they are on the programme, by establishing objectives that they know how to progress in accordance with events, opportunities and results achieved.
- to ask each student to demonstrate their ability to establish a report on the contributions of every learning situation and to derive guidance from them for their project .

This approach of identifying the suitability of a collection of learning situations helps in strengthening the employability of each person at the end of their period at the School by accelerating:

- their professional training and their ability to manage and launch new ideas,
- their integration into professional life and the quality of this integration.

The Personal and Professional Project results in assessment at the end of the study period by means of:

- **a report** written by each student setting out the contributions, the coherence of what was done during the study path and in what way it provided advantages for the transition to professional life and the success of the first job.
- **a viva** of about an hour with the professor in charge of supervising the PFE.

The report

The report has to analyse, in twenty pages² (maximum), the different stages of study path. You have to identify the various questionings that led you to the path that you have finally decided to pursue.

It has to highlight the gradual development as well as trace all the choices you made and all the challenges you were confronted with during your study path.

It has to clearly identify the processes that guided these choices, and, with the considerable benefit of hindsight, to bring out the way you knew how to acquire the skills needed for an effective start to your working life.

It is important to successfully bring out in this report all the elements of your training whatever they were :

- **the courses you attended:** what skills did they enable you to develop ? In what way, together with the contribution of other experience, do they today enable you to demonstrate to a recruiter your command of not only the basic skills required for your first job but also preparation for your mobility.

¹ A detailed presentation of this programme will be presented to you at the beginning of the MSc in Management programme.

² This number of pages is simply indicative. Your report must not be thought of in terms of volume, but rather must make it possible to see a really clear, well argued study path, the challenges acted upon during this study path and then the employability that you have been able to build.

- **periods spent in companies** : how were they chosen ? what results were you able to achieve in these various periods ? what aspects were possibly called into question ? how were these challenges created ? how did these different company experiences enable you to refine a choice, take on the challenge of an initial direction or develop additional skills ?

- **The End of Studies Project (PFE)** : it is essential to demonstrate how this End of Studies Project is aimed at strengthening your vocational focus and that it is the occasion to acquire (or strengthen) a skill (or a range of skills) that has/have hardly been touched upon by other experiences . You do not need to have completed your End of Studies Project in order to present your « Personal and Professional Project » viva. However, you should be sufficiently advanced to be able to clarify its contributions.

- **Association projects** : what did they contribute ? what choices did they result in ? what skills did they enable you to develop ?

- **Sporting commitment** : in the same way, it is important to clearly identify how any sport activities that you did enabled you to develop skills that could be mobilized in your subsequent study path.

- **Studies carried out in parallel** : you should explain how this double-qualification is one of the elements of your employability

If at the end of your construction stage, there seems to be the need for an additional training course (specialised post graduate studies), you have to identify what led you to contemplate this requirement and to clearly set out the type of additional skills that you are looking for in this training course in order to put your project into operation.

You are free to structure your report as you wish, as long as you clearly demonstrate that you knew how to construct your project and that you were able to acquire the skills linked to the project. Do not look for a rationalisation after the event to convey a semblance of being in line with this study path. On the contrary, make sure you clearly explain and justify everything that is called into question.

The viva

Your viva must take place solely in the presence of the professor who is supervising your End of Studies Project, inasmuch as the theme of your PFE must also be coherent with your professional project. In order to ensure a degree of flexibility in the organisation, **it is up to you to make an appointment with your professor to plan this viva, not forgetting to hand him your Personal and Professional Project report well in advance.**

It will then be up to your professor to communicate the evaluation to the Grande Ecole Programme :
Delphine TROYANO – Office 1062 – Building A (troyano@em-lyon.com)

The sequence :

For about 15 to 20 minutes you will be demonstrating the employability built up during your study path in the programme by highlighting the key stages in the preparation of your entry into professional life and your first mobility. The second part of the viva is devoted to an exchange with the professor to clarify some coherent aspects of your study path. In this second part he may well give you advice to optimise this study path (additional internship, complementary courses required ..)

This viva should not be seen as an exercise in style but very much as an opportunity to tackle your job seeking on an even sounder basis by standing back and analysing the confirmation of this chosen course, either in front of a recruiter or a manager involved in the recruitment process. Knowing how to explain why you have chosen a particular course, how the latter gradually became clear and how you were able to develop the necessary skills, represents an unquestionable advantage in a recruitment situation.

This interview must above all cover the following questions : What have you done during your education ? What is the coherence of this study path, the different choices and experiences ? What are the contributions of this study path in terms of knowledge, vis-à-vis the world of work and your personal development ?

Evaluation criteria :

- Project clarification : ability to present your project in a precise and convincing manner ; proven knowledge of the environment related to your project.
- Substance of the study path : ability to justify the substance of your study path ; ability to present the study path and its various stages in a lucid way.
- Initiative : ability to innovate and accept change.
- Openness and maturity : curiosity ; ability to be involved in projects that are not valued in an academic way ; interpersonal skills and the ability to consider others ; ability to manage challenges and failures .

You have to have validated your Personal and Professional Project viva (return of the evaluation to the Grande Ecole Programme) :

- ***no later than the 31st of July*** if you wish to be presented to the diploma jury at the end of September otherwise :
- ***no later than the 31st of December*** to be presented to the diploma jury at the end of January.

This means planning the viva with your professor well in advance so that he can complete the evaluation form and hand it in to the Grande Ecole Programme within the time allowed.