**Guideline: Problem Based Learning**

**Session 1 (ca. 20 minutes): Discuss the following questions with students in class**

* Step 1: What is the assignment about? What is the topic/core issue of the assignment?
* Step 2: Are there questions regarding the assignment? Is there anything you do not understand?
* Step 3: What do you know about this topic? Do you have any previous knowledge?   
  *Note for lecturers: Collect students‘ comments on a whiteboard or use an online tool for making mind maps.*
* Step 4: Based on your previous knowledge, what do you need to know in order to be able to develop an interview outline for the intake interview with the company and to prepare for the interview? Which open questions do you have?   
  *Note for lecturers: Collect students‘ questions on a whiteboard or use an online tool for making mind maps.*
* Step 5: Which of these questions are most important/relevant to solve the assignment?   
  *Note for lecturers: Students should make a choice of 3-4 questions and do research on these questions at home.*

**Session 2 (ca. 20 minutes): Discuss the following questions with students in class**

* Step 6: Did you encounter any problems while working on the assignment?
* Step 7: Did the questions you developed in class help you to prepare for the intake interview and to develop an interview outline?  
  *Note for lecturers: Self-reflection phase*
* Step 8: Discuss the students’ answers to the questions raised in session 1. Encourage all students to contribute to the discussion.
* Step 9: Are there any open questions?