

**Cambridge Judge Business School**

MPhil in Management Consulting Projects

# CLIENT BRIEFING NOTES

27 April – 8 June 2023



UNIVERSITY OF  
CAMBRIDGE  
Judge Business School

## Summary of the MPhil in Management Consulting Projects

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The Management Consulting Projects are a module in our MPhil in Management programme. During the MPhil in Management programme, the students acquire essential business skills. The Management Consulting Projects allow our students to apply and practise these skills in a real-world setting. The module involves students working in teams to solve business problems that client companies would like them to address. At the end of the module, the student teams present their analysis and recommendations to the client companies.

Who are the students in the MPhil in Management programme?

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Our students hold a first-class undergraduate degree in a subject other than management, and they take the MPhil in Management programme as a graduate conversion course that prepares them for a professional career in management. The students are usually aged between 20 and 25 years old and come from all over the world.

What do we need from you?

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The approach we take for the Management Consulting Projects is tailored to the specific educational purpose of the course and aims to deliver the best possible recommendations to our client sponsors. If you would like to participate, here is what we need from you:

### PROJECTS

Project proposals that pose real-world challenges that your company is currently facing. The projects can be from all business areas and should be capable of being completed within a month. It is essential that projects not only involve desk research, but also decision-making, interaction with employees of your company, and clear recommendations moving forward. Hypothetical projects or case studies are not acceptable.

### PROJECT SPONSORS

Each project should have a company representative (the project sponsor) that serves as a contact point for the students and provides them access to relevant others within and, possibly, outside of your company. The project sponsor needs to be available to advise their student team(s) during the period of the projects.

The project sponsor is also expected to be available for two key events: The Projects Briefing Event and the Projects Presentation Event (details of each event are outlined below)

We recommend that the project sponsor establishes weekly update meetings with their project team to ensure that the project is on track and to identify early any outstanding issues or difficulties.

### INDEPENDENT SENIOR REPRESENTATIVE

We request the commitment of an independent senior representative of your company to help judge the performance of the student teams during the Projects Presentation Event.

## Key project events

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### PROJECT BRIEFING EVENT – THURSDAY 27 APRIL 2023 – 14:00-17:00

At this event, the students learn more about the company and meet with their project sponsor to begin detailed discussions on the project.

This event will be followed by a drinks reception.

### PROJECT PRESENTATIONS EVENT – THURSDAY 8 JUNE 2023 – 09:00-17:00

At this event, the students present their recommendations to you. We ask that the senior representative of your organisation be available to attend this event.

This event will be followed by a drinks reception.

## Submitting your proposal

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We ask that you submit your proposal(s) using the attached proposal form in word format or use the online form on our MPhil in Management Consulting Project website:

<https://www.jbs.cam.ac.uk/aboutus/opportunities/student-projects/mphil-in-management-consulting-project/>

## Project deliverables

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The students will provide you with a soft copy and two hard copies of their presentation slides, a short executive summary of their findings and conclusions together with a copy of their 5,000 word final report.

You will receive the CVs of your teams at the start of the Project Briefing Event. For recruitment purposes, you may ask members of your project teams for additional information. It is at the discretion of the students to respond to this request.

## Who else is involved?

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We invite between three and four companies to provide projects for the Management Consulting Projects. Therefore, apart from you there will be between two and three other companies running projects with our students.

## How will our students work on your projects?

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Students work in teams of between 4 - 6 students. These teams are formed based on individuals' preferences for projects, aspects of team dynamics, and diversity.

The students start work on their project at the Projects Briefing Event which will be held on **27 April 2023**. During the following weeks, the students work together with their project sponsor in a way that is most productive and most convenient for both parties. The projects end with the Projects Presentation Event on **8 June 2023**.

Because the students have other courses and obligations during the term, you can expect the teams to work the equivalent of about three weeks full-time within the allocated project period.

## Where do the students work?

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Usually, students work from Cambridge and keep in touch with their project sponsor via e-mail and telephone. If the students visit your premises, then your company assumes responsibility for their safety as your visitors. The University cannot be held liable for any loss or damage caused by students visiting your facilities. This is simply a formal statement of our position. We can reassure you that our students have always proved to be mature and responsible individuals.

## Expenses

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There is no fee for the work but you are expected to meet all expenses associated with the project, including the costs for producing a soft copy and hard copies of the presentation slides and other documents. You are also expected to cover the travel costs for students visiting your offices or travelling on your behalf.

Please make sure that both you and the student team understand and agree in writing the expenses you are prepared to meet. Students must not incur expenses without prior approval. Please reimburse expenses promptly.

Expenses must be processed directly by your company on completion of the project in a timely manner.

## Confidentiality

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We limit the amount of sharing between the parties involved in the Management Consulting Projects and aim to protect confidential information in several ways:

All students sign our standard Cambridge Judge Business School Confidentiality Agreement in which they agree to keep confidential all information that is shared as part of the Management Consulting Projects.

Students are expected to abide by ethical guidelines in the consultancy projects and for this reason are required to identify themselves and their client company when seeking to obtain information from third parties.

Attached please find a copy of the Confidentiality Agreement together with a copy of our Project Terms for clients. We ask you to agree to confirm acceptance of these terms when you submit your proposal.

## What about liability?

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The consultancy advice of the MPhil in Management students is offered to the client companies in good faith and free of charge (beyond expenses). No liability for any errors, omissions or consequential problems can be assumed by the University or its students. Client companies are advised to conduct their own independent assessments before implementing any suggestions made by the MPhil in Management students.

## Follow up and feedback

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Project sponsors will be asked to give formal feedback to Cambridge Judge Business School on the performance of the students and the quality of their work and findings, including their professionalism and efficiency.

## Project timeline

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<b>10 February 2023</b>	Submission of initial project proposals by client companies
<b>17 February 2023</b>	Feedback by Professor David Stillwell to client companies about initial project proposals. The goals here are (a) to ensure that the projects are doable for our students and (b) to ensure that all projects are comparable in terms of scope and expected effort.
<b>24 February 2023</b>	Submission of final project proposals by client companies
<b>April</b>	Students sign up for projects
<b>27 April 2023</b>	Projects Briefing Event and drinks reception
<b>27 April – 8 June 2023</b>	Students work on projects
<b>8 June 2023</b>	Projects Presentation Event and drinks reception

### **For any other enquiries and further information please contact:**

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