**2017-2018 Overview**

**“See. Learn. Do.”**

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| **Quarter**  | **Knowledge**  | **Skills & Abilities**  |
| **Fall 2017**The Context of Public Administration  | * PA why, what, and who
* PA theory and praxis
* Governing and government
* Service and Empathy
* Cultural responsiveness
* Leadership
* Decision making
* Economics
 | * Effective seminars
* Writing decision papers
* Writing briefing papers
* Writing resource critiques and a literature review
* Making recommendations
* Critical thinking, reading, and writing
* Presentation styles and tools
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| **Winter 2018**Doing Democratic Public Administration **Spring 2018** Public Policy, Budgeting and Finance for Public Administration  | * PA theory and praxis
* Introduction to economic systems
* Managing and leading organizations
* Organizational diversity
* Organization theory/development
* Ethics
* Design thinking in the workplace
* Sustainable decision making
* Systems thinking
* Processes of democracies
* Civic engagement
* Collective impact
* Fiscal and policy analysis
* Managing public goods
* Process improvement (Lean)
* Public, non-profit and private partnerships
 | * Managing self and teams across two quarter project
* Complete staff work
* Implementing recommendations and mandates
* Writing bill analyses, fiscal notes, decision packages, and

budget summaries * Writing issue briefs
* Systems analysis
* Policy analysis
* Legislative field work
* Strengths- based leadership
* Preparing and delivering testimony
* Public speaking
* TV studio recording
* Excel, Tableau, and Infographics
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