WAT-E2080 CASE STUDY INFO

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CASE STUDY = analysis, report + presentation

- Case study consists of three phases:

1. **Governance analysis** of your Case Study

2. Preparing a **Case Study Report**

3. **Presenting** your Case Study

→ For instructions, see MyCourses!
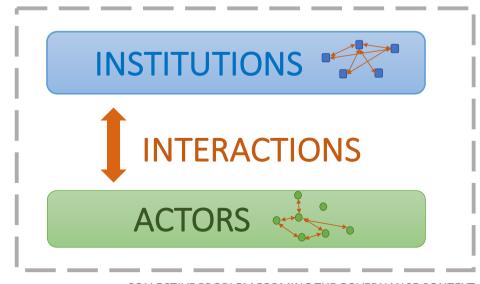
1. Governance analysis

STARTING POINT

Use **Governance Frame** as your analysis framework

→ This gives you three key **governance elements** to look at: Actors, Institutions and Interactions

→ **Start by defining your Collective Problem** and the purpose of your analysis (see methods slides): this helps you to focus your analysis and to search for information

NOTE: the frame provides just the general framework and three key elements to consider: please feel free to modify it to fit better into your governance context!

→ You can also use other frames provided e.g. by literature (if they include those key elements)

INSTITUTIONS

INTERACTIONS

ACTORS

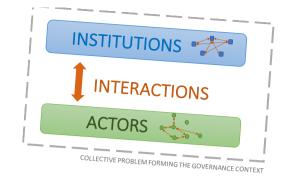COLLECTIVE PROBLEM FORMING THE GOVERNANCE CONTEXT

WHERE TO FOCUS?

- Each governance context is different

  → All at different scale and with different kind of governance element as a focus (can be organisation such as HSY, institution such as WFD or network such as UN-Water)

- Important to define your system + its boundaries
  → These link closely to your Collective Problem

  - Defining system clearly helps you to understand at which level of detail you should carry out your analysis: e.g. at global level considering private sector as an actor may be enough, while at local level you then can look at individual companies

  - When thinking of actors, start from **societal sectors** (public sector, private sector, civil society, academia)

HOW TO USE YOUR TIME?

Governance analysis = finding first out how things are working, and then figuring out why the situation is at it is (and what are its possible challenges)

→ Use following 80/20 principle in your analysis:

- 80% of the time used for **descriptive analysis** of your Case Study, including its three governance elements

    → *Answering the questions 'what?' and 'how?'*

- 20% of the time used for **critical analysis** of your Case Study in relation to the Collective Problem it aims to solve

    → *Answering the question 'why?'*

    → *Providing views on main challenges + possible improvements in relation to your Case Study*

STEPS

COLLECTIVE PROBLEM FORMING THE GOVERNANCE CONTEXT

Recommended to use following steps in your analysis:

- Defining your Collective Problem

- Identifying main actors/stakeholders

- Categorisation of actors

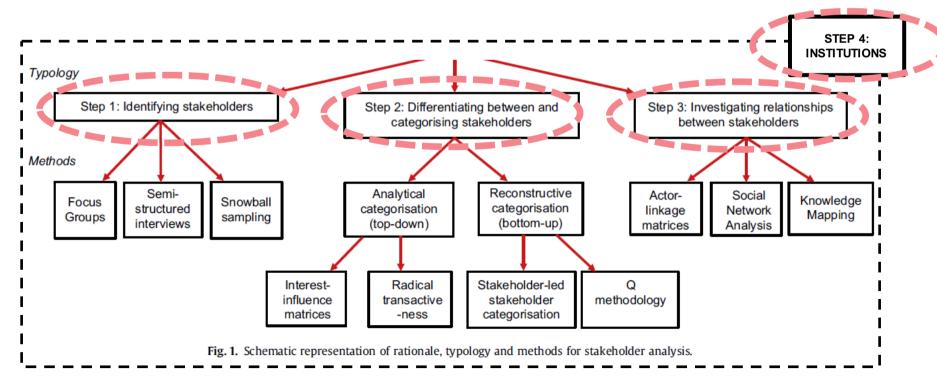- Investigating the relationships and interactions between the actors

- Recognising key institutions

- Defining key interactions between institutions

- Defining key interactions btw institutions & actors

METHODS

Carry out the actual governance analysis with the help of selected analysis methods

→ Use different methods: you can start from ones presented in methods lecture, but you are encouraged to find others, too

→ Diagram below is useful to get going

Fig. 1. Schematic representation of rationale, typology and methods for stakeholder analysis.
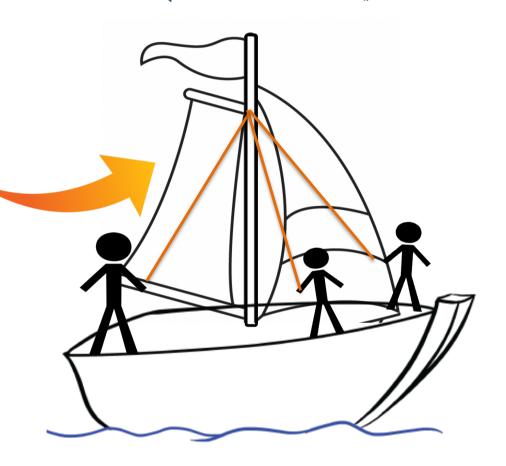
DIFFERING ELEMENTS

Governance elements have differing roles & meanings:

Institutions = like boat

Actors = like sailors

→ But together they form just a static picture

Only interaction i.e. having wind & then sailing gets you going = brings governance to life and gives it direction

Getting to the harbour = collective problem that the actors aim to solve
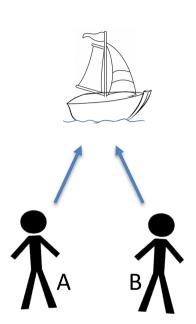
FINDING INFORMATION

- Material = combination of reports, legislation, organi-sational charts, grey literature & academic articles

  → Written information on all governance elements not easy to find. Actors & formal institutions often most readily available through e.g. legislation, organisational charts and reports.

- Information on interactions often invisible (like wind) and not explicitly spelt out = requires in-depth understanding of the governance context

  → Academic articles on your context useful in this (as they seek to 'scratch beneath the surface')

  → But also e.g. annual reports and plans, as typically describe also key processes (=interactions).

TRIANGULATION

- Background in surveying and navigation: need at least two observations points to be able to tell where e.g. a ship is

- Cornerstone of science, too!
  - Triangulation of methods: should use at least two methods to gather information on your research topic (e.g. literature + interview)

  - **Triangulation of information:** should use at least two information sources to confirm your conclusion

  → Here the former not possible due to time constraints, but do use the latter (+be generally critical of your sources)

A   B

Note exceptions such as a law

2. Case Study Report

CASE STUDY REPORT

- You will document your analysis in a Report that's length is 10-15 pages (font 12 pt, spacing 1,5).

- The Report follows loosely the general structure of a scientific article, including citations

See MyCourses for more

  → But can be more visual! Idea is that your visualisations can be directly used in your presentation = report is thus basically a well written explanation for your presentation.

- Two submissions:

  – Draft Report by 9am of your presentation day
  – Final Report by the end of the course (Sun 24.2)

AIM: you can revise your report based on the comments you get on your presentation

REPORT STRUCTURE

- **Introduction (~1-2 pages):** introducing your case study context as well as the Collective Problem and purpose of your governance analysis.

- **Material & Methods (~2-3 pages):** how you carried out your analysis. Describe what were your key material and how you found them as well as the analytical framework and analysis methods you used in your Case Study.

- **Results (~6-8 pages)**: documents the key results of your **descriptive analysis.** You are recommended to structure this according to key elements i.e. actors, institutions and interactions. You are strongly recommended to include visualisations: use these then in your presentation, too.

- **Methodological discussion (~1-2 pages):** reflect how your given framework and selected methods actually worked for the analysis.

- **Conclusions (~2 pages)**: concluding your Case Study based on your results, and providing the key findings from your critical analysis (main challenges + possibilities for improvement). The conclusions should put the results into broader context, and answer to the purpose of your analysis.

REPORT'S FOCUS

- **15 pages is not much, so you need to focus!**

  → Don't write everything about your analysis process ("*this is what we did*"), but focus on your findings ("*this is what we found out and what we think about our Case Study + its governance context*")

  → Note: you do need to describe your process in Material & Methods sections, and then reflect it critically in Methodological Discussion – but shortly

- Also note that the structure is bit different to that of scientific articles: e.g. discussion section focuses on methodology only + conclusions include also some findings (i.e. those from your critical analysis)

REPORT'S READER

To focus your report, it usually helps to think who you write the report to i.e. who is your 'main reader'

→ Your main reader is the guest lecturer related to your Case Study, not (only) us teachers

→ And yes: we will send your report to the guest lecturer

3. Presenting your Case Study

PRESENTATION

- You will present your Case Study in a Case Study presentation day during Week 7
  - → Followed by joint discussion

- The length of your presentation should be **maximum 30 minutes:** you can also include some interactive elements if you wish (not compulsory)

- Presentation structure (i.e. its main parts) is the same than that of Report: actual presentation content more flexible i.e. yours to decide

- Submit your presentation to MyCourses before the session (and after if you want to revise it)

ASSESSMENT

- Half of the total grade for the course comes from the assessment by teachers (other half by students)
  - → Of that grade, 2/3 is based on Case Study and 1/3 based on Reading Circle Briefs

- Assessment of the Case Study
  - 75% based on Case Study Report
  - 25% based on Case Study presentation

- Remember that your contribution to group work (Reading Circles + Case Study) is assessed also through Self and Peer Assessment

QUESTIONS?

You can also ask from Marko, Amy + Lauri, or send questions to course email: wat-e2080@aalto.fi

Stay tuned through MyCourses!

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