Report guidelines

Formal requirements:

- 10,000-15,000 characters (excl. spaces; approx. 4-6 pages)
- Clear structure (e.g. subheading, table of contents)
- In German or English
- Must be submitted as a text file (e.g. in Word) electronically
- factual writing style, no story telling
- no colloquial language

Structure (mandatory):

1. Very short description of the international experience
2. Similarities and differences between your own culture and the culture(s) of the people in your social environment
3. Example of an intercultural conflict, difficulty, etc.
4. Concluding thoughts

Guidelines for each part of the report:

1. Description of the international experience (max. 1000 characters, excl. spaces)
   - Where was I, for how long, and what did I do?

2. Similarities and differences between your own culture and the culture(s) of the people in your social environment
   - How did the people around me behave and what struck me the most?
   - In what ways was their behavior different or similar to mine?
   - In what ways were my own culture and the culture(s) of the people around me similar?
   - In what ways were my own culture and the culture(s) of the people around me different?
   - What do those similarities and differences say about me and my culture?
Please note: We are interested here in cultural differences and similarities on an interpersonal level, not geographical differences, differences in the climate, etc. But also we are not interested in story telling. Please choose a factual writing style!

3. Example of an intercultural conflict, difficulty, etc.
   - Structure: Description – How I interpreted the situation – How the other people involved interpreted the situation (change of perspective) – Reflection

Please note: We are interested here in an example of a conflict, difficulty etc. which arose out of different cultural background. Not typical language barriers etc.!

4. Concluding thoughts
   - How did I benefit from my time abroad (project, etc.) in terms of intercultural or international experience?
   - What did I learn about myself?
   - What did I discover about my own culture?
   - What did I discover about other people and their culture(s)?
   - What did I learn about interculturality/intercultural communication?

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