

Park University, Parkville, Missouri
Office of International Affairs and Education
International Opportunity Review (IOR) Tool – Checklist

Name: _____

Title/Department: _____

Date: _____ E-mail/ Phone: _____

Check all that apply:

Travel Course	Student Exchange	Collaborative Research	Faculty Exchange or Visit	Fulbright or Other Awards	Other

Brief Description of Opportunity (Including Countries Involved): _____

Participants: This opportunity is primarily designed for (check all that apply):

Students	Faculty	Staff	Alumni	Others

But could be developed for:

Students	Faculty	Staff	Alumni	Others

Timetable – Describe when the opportunity would take place and for what duration:

For OIAE Use Only:

Total Score IOR Tool I: _____ (Maximum: 20)

Next Step:

Proceed to IOR Tool II	
Further Information/Discussion Needed	
Do not Pursue at this Time	

Total Score IOR Tool II: _____ (Maximum: ____)

Next Step(s) and Timeline:

Park University, Parkville, Missouri
Office of International Affairs and Education
International Opportunity Review (IOR) Tool I

Purpose: The following questions are designed to be used as a preliminary Review tool to be completed by anyone interested in pursuing, or approached with, an international opportunity. The tool focuses on four key criteria: strategic fit, interest, availability of Park participants, and self-sufficiency of the proposed opportunity.

Directions: Think strategically. Please critically assess the opportunity that you are considering by answering the following four questions using the 1-5 scale. If you don't know the answer or are unsure, please contact the Office of International Affairs and Education (OIAE) for assistance at (816) 584-6510 or amarkley@park.edu.

* * *

Opportunity Title: _____

Name: _____ Date: _____

1. Strategic Fit: How does the opportunity under consideration fit within the OIAE Strategic Plan and the Park University Strategic Plan?

limited
strategic fit

good fit with
Park University
Strategic Plan

one of the identified
strategies in the Park
OIAE Strategic Plan

_____ 1

_____ 2

_____ 3

_____ 4

_____ 5

Please Explain: _____

2. Participants' Interest: How would you rate the interest of Park faculty/staff/students/alumni to participate in this opportunity?

Unlikely to be interested
In this opportunity

Some
Interest

Identified and interested
in this opportunity

_____ 1

_____ 2

_____ 3

_____ 4

_____ 5

Please Explain: _____

3. Participants' Availability: How would you rate the availability of Park faculty/staff/students/ alumni to participate in this opportunity?

Unlikely to be available
for this opportunity

Some
Interest

Identified and
interested in this
opportunity

1

2

3

4

5

Please Explain: _____

4. Self-Sufficiency: To what degree is this opportunity self-sufficient?

Funding (external and internal)
will be required and
has not been identified

Internal and external
funding has been identified
and will cover all costs

Substantial profits
are expected
to be generated

1

2

3

4

5

Please Explain: _____

Total Score: _____ (Maximum: 20)

If your total is 12 or more, please proceed to the International Opportunity Review (IOR) Tool II, which provides a more in-depth Review of the opportunity under consideration. If your total score is below 12 and you did not answer one question or more, please contact the OIAE.

Park University, Parkville, Missouri
Office of International Education and Study Abroad
International Opportunity Review (IOR) Tool II

Purpose: This questionnaire was designed to be used as a detailed Review tool by anyone interested in pursuing, or approached with, and international opportunity. This questionnaire should be used only after scoring a minimum of 12 on the IOR Tool I, which is used as a preliminary screening device. The following questions are meant to assess the “market attractiveness” and strategic fit of the international opportunity under consideration as well as the institutional resources involved in pursuing such opportunity.

Directions: Please critically assess the opportunity that you are considering by answering *all* the following questions and calculate your total score using the Answer Key on page 8. If you don’t know the answer or are unsure, please contact the OIAE at (816) 584-6510 or e-mail amarkley@park.edu.

* * *

Opportunity Title: _____

Name: _____ Date: _____

Market Attractiveness

M1. Will the opportunity under consideration require (a) foreign nationals to come to the United States, (b) Park faculty/staff/students/alumni to go abroad, or (c) both?

(a) _____ (b) _____ (c) _____

Please explain: _____

M2. Does OIAE have a prior relationship with this market?

Yes _____ No _____

If yes, please describe: _____

M3. Does Park University have a prior relationship with this market?

Yes _____ No _____

If yes, please describe: _____

M4. Is the level of education and practice in the partner country appropriate given the opportunity under consideration?

Yes _____ No _____

Please Explain: _____

M5. Is the language proficiency of the individuals involved sufficient for this opportunity?

Yes _____ No _____

Please Explain: _____

M6. Immigration Factor:

- ____(a)The opportunity under consideration will be conducted via internet and/or video-conference (no travel involved)
- ____(b)There is no visa requirement for the opportunity under consideration
- ____(c)The immigration requirements are not expected to be a barrier as long as sufficient time is allowed for processing
- ____(d)The immigration requirements could prevent development of this opportunity .

Please Explain: _____

Strategic Fit

S1. How does the opportunity under consideration fit within the OIAE Strategic Plan and the Park University Strategic Plan?

Limited strategic fit

Good fit with Park University Strategic Plan

One of the identified strategies in the OIAE Strategic Plan

_____ 1 _____ 2 _____ 3 _____ 4 _____ 5

Please Explain: _____

Institutional Resources

R1. How would you rate OIAE’s ability to develop and sell the “product”/opportunity under consideration?

Low		Medium		High
_____	_____	_____	_____	_____
1	2	3	4	5

Please Explain: _____

R2. How would you rate Park University’s ability to develop and sell the “product”/opportunity under consideration?

Low		Medium		High
_____	_____	_____	_____	_____
1	2	3	4	5

Please Explain: _____

R3. How would you rate the interest of students/faculty/staff/alumni to participate in this opportunity?

Low		Medium		High
_____	_____	_____	_____	_____
1	2	3	4	5

Please Explain: _____

R4. How would you rate the availability of students/faculty/staff/alumni to participate in this opportunity?

Low		Medium		High
_____	_____	_____	_____	_____
1	2	3	4	5

Please Explain: _____

R5. Institution’s Financial Resources Needed: Will this opportunity (a) be self-sufficient (e.g., all costs will be covered by program revenues, gifts, etc.), (b) generate a profit, or (c) require funding from OIAE/Park or external sources?

(a) _____ (b) _____ (c) _____

If (a) or (b), please explain, then skip to question R7 _____

R6. If you answered (c) to question R5, what is your evaluation of the funding availability?

Funding sources have not been identified		Possible funding sources have been considered but no commitment has been obtained		Internal or external funding sources have been identified and are readily available
_____	_____	_____	_____	_____
1	2	3	4	5

Please Describe: _____

R7. Participants' Financial Resources Needed: Will the opportunity under consideration require personal financial outlay from the participants?

Yes _____ No _____

If Yes, please explain and proceed to R8, otherwise skip to R9: _____

R8. How would you rate the financial ability of participants to pursue this opportunity (through personal funding as well as University and external scholarships)?

Low		Medium		High
_____	_____	_____	_____	_____
1	2	3	4	5

Please Explain: _____

R9. Dedicated Infrastructure/Personnel: Estimate the total number of OIAE administrative hours required to pursue opportunities (this includes time from Olga Ganzen, Angela Markley, coordinator and student workers)?

Under 50 hours _____ 100 to 150 hours _____ Over 150 hours _____

R10. Do you anticipate other individuals at Park (e.g., faculty, administrative, and secretarial staff) to spend time on this opportunity?

Yes _____ No _____

If yes, please describe and quantify: _____

R11. Dedicated Infrastructure/Facilities: Does the opportunity under consideration require dedicated space (e.g. classroom, office, housing)?

Yes _____ No _____

Please Explain: _____

Answer Key:

Market Attractiveness:

- M1. (a) = 1; (b) = 3; (c) = 5;
- M2. Yes = 5; No = 1;
- M3. Yes = 5; No = 1;
- M4. Yes = 5; No = 1;
- M5. Yes = 5; No = 1;
- M6. (a)=5; (b)=4; (c)=3; (d)=1;

Strategic Fit:

For question S1, use number from 1-5 (or 0-5) scale corresponding to answer.

Institutional Resources:

For questions R1, R2, R3, R4, R6, and R8, use number from 1-5 (or 0-5) scale corresponding to answer.

- R5. (a)=3; (b)=5; (c)=0;
- R7. Yes = 0; No = 5;
- R9. Under 50 hours= 5; 100 to 150 hours=3; Over 150 hours=1;
- R10. Yes = 1; No = 5;
- R11. Yes = 1; No = 5;

Add up the number of points corresponding to your answers. If you have answered every question, the maximum score is 80. For each unanswered question, subtract 5 from the maximum possible score of 80.

Total: _____ (Maximum Score: _____)