



# FOBE320

## Global Business Corporate Engagement

S2 Day 2017

*Dept of Marketing and Management*

### Contents

<u>General Information</u>	2
<u>Learning Outcomes</u>	2
<u>General Assessment Information</u>	3
<u>Assessment Tasks</u>	3
<u>Delivery and Resources</u>	5
<u>Unit Schedule</u>	6
<u>Policies and Procedures</u>	7
<u>Graduate Capabilities</u>	9
<u>Changes from Previous Offering</u>	11

#### **Disclaimer**

Macquarie University has taken all reasonable measures to ensure the information in this publication is accurate and up-to-date. However, the information may change or become out-dated as a result of change in University policies, procedures or rules. The University reserves the right to make changes to any information in this publication without notice. Users of this publication are advised to check the website version of this publication [or the relevant faculty or department] before acting on any information in this publication.

## General Information

Unit convenor and teaching staff

PACE Officer

Matthew Howard

[pace.business@mq.edu.au](mailto:pace.business@mq.edu.au)

Contact via email, please include 'FOBE320' in subject

E4A level 5

Unit convenor, teaching staff

Chris Bilsland

[christine.bilsland@mq.edu.au](mailto:christine.bilsland@mq.edu.au)

E4A 319

Email for appointment

Credit points

3

Prerequisites

(39cp at 100 level or above) and permission by special approval

Corequisites

Co-badged status

Unit description

This unit provides an academic foundation for student placements with international organisations. The unit examines key business decisions that are required in developing international organisational strategy taking into account a range of stakeholder perspectives. This experience requires students (working individually or in teams) to complete a major project or fill a business role within an international organisation. Students will work collaboratively with peers and an industry mentor or supervisor, and gain a sound understanding of the international business context.

## Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

## Learning Outcomes

On successful completion of this unit, you will be able to:

Apply knowledge and skills learned at university to perform successfully in a placement

or project with an international organisation.

Critically examine ethical and sustainability practices in an international organisations based on theory, organisational environment and cultural context.

Critically reflect on experience in an international organisation to identify areas of key learning.

## General Assessment Information

In order to complete the unit, students are required to complete the placement or case study project as agreed with their host organisation, and submit the assessment tasks for the unit. Detailed instructions for each assessment task are available on iLearn. The instructions include information about content, submission methods, due dates, late penalties and marking guides or rubrics.

All tasks must all be submitted via links on iLearn. No extensions will be granted. There will be a deduction of 10% of the total available marks made from the total awarded marks for each 24 hour period or part thereof that the submission is late (for example, 25 hours late in submission - 20% penalty). This penalty does not apply for cases in which an application for disruption to studies is made and approved. No submission will be accepted after solutions have been posted.

Name	Weighting	Due
<a href="#">Task 1 Placement evaluation</a>	30%	Wks 4,12
<a href="#">Task 2 Report</a>	30%	Week 8
<a href="#">Task 3 Final project</a>	40%	week 12

## Assessment Tasks

Name	Weighting	Hurdle	Due
<a href="#">Task 1 Placement evaluation</a>	30%	No	Wks 3,12
<a href="#">Task 2 Report</a>	30%	No	Week 8
<a href="#">Task 3 Final project</a>	40%	No	week 12

### Task 1 Placement evaluation

Due: **Wks 3,12**

Weighting: **30%**

Task 1 consists of two parts. In Task 1a (15% due in week 4) students complete an online self-evaluation and consult with their placement supervisor to draft development goals for their placement. In Task 1b (15% due in week 12) the supervisor completes an evaluation of the student's performance based on criteria in the *placement evaluation marking guide* (available on iLearn) and the development goals identified in Task 1a. The student also evaluates their performance based on their development goals. Marking criteria are available on iLearn.

In order to complete the unit, students must submit the placement evaluation. During the placement, the supervisor will assess student performance using the *supervisor's placement evaluation marking guide*. If performance is rated unsatisfactory at any time during the placement, the student will be invited to a meeting to discuss performance and develop a plan for improvement. If performance does not improve to a satisfactory level, the placement may be discontinued.

No extensions will be granted. There will be a deduction of 10% of the total available marks made from the total awarded marks for each 24 hour period or part thereof that the submission is late (for example, 25 hours late in submission - 20% penalty). This penalty does not apply for cases in which an application for disruption to studies is made and approved.

On successful completion you will be able to:

- Apply knowledge and skills learned at university to perform successfully in a placement or project with an international organisation.

## Task 2 Report

Due: **Week 8**

Weighting: **30%**

Students identify one ethical situation and one issue relevant to sustainability in the international business where they are completing their work placement or project. The examples may showcase ethical and sustainable choices, or they may highlight areas for improvement. Students draw on academic literature to critically discuss the examples. Stakeholder perspectives are considered, and students make recommendations for improving practice. Reports must be submitted through the link on iLearn. No hard copies will be accepted. Marking criteria are available on iLearn.

No extensions will be granted. There will be a deduction of 10% of the total available marks made from the total awarded marks for each 24 hour period or part thereof that the submission is late (for example, 25 hours late in submission - 20% penalty). This penalty does not apply for cases in which an application for disruption to studies is made and approved.

On successful completion you will be able to:

- Critically examine ethical and sustainability practices in an international organisations based on theory, organisational environment and cultural context.

## Task 3 Final project

Due: **week 12**

Weighting: **40%**

For the final project, students doing international placements will report on a topic related to a unit theme (intercultural and professional communication, organisational culture, business ethics or sustainability) relevant to their international business; students doing local projects will report on project results. All students will reflect on their experience, and develop a resource to convey their learning to peers and future students. The submission must provide substantial value from a global business perspective. The best examples may be selected for use (with permission) in future offerings of FOBE320. Further details and marking criteria will be available on iLearn.

No extensions will be granted. There will be a deduction of 10% of the total available marks made from the total awarded marks for each 24 hour period or part thereof that the submission is late (for example, 25 hours late in submission - 20% penalty). If a student does not present their teaching resource at the showcase seminar, there will be a deduction of 10% of the total available marks made from the total awarded marks. These penalties do not apply for cases in which an application for disruption to studies is made and approved.

On successful completion you will be able to:

- Critically reflect on experience in an international organisation to identify areas of key learning.

## Delivery and Resources

### Class Timetable

The class is run in internal mode. Because many of the unit hours are conducted at work placements, the on-campus portion of the unit is delivered via four 3-hour seminars. Please see the unit schedule for seminar topics and dates. Students are responsible for checking iLearn and/or email for updates to the seminar dates and times. Students are expected to complete all assessment tasks for this subject. Successful completion of this unit requires the student to achieve at least 50% in total in the assessment tasks offered.

### Textbook

There is no prescribed textbook for this unit.

### Other Recommended Reading

Students need to be familiar with accessing academic sources from the library. Useful reading includes both recommended journals in the relevant discipline area and research on experiential learning in the work place.

### Technology Used and Required

Microsoft Office suite (or equivalent), including in particular word processing, spread sheets and presentation software.

Email (student email address) and ilearn (<https://www.mq.edu.au/iLearn/>) are both required for the unit.

Students should be able to access research databases through the library. They may find referencing software helpful.

To complete the final project (Task 3), students may choose to use recording, production or editing software on a phone, tablet or computer.

## Prizes

Students of PACE units are eligible to apply for the prestigious Professor Judyth Sachs PACE prizes. See the following link for information and the application process: [http://students.mq.edu.au/courses/professional\\_and\\_community\\_engagement/pace\\_prizes/](http://students.mq.edu.au/courses/professional_and_community_engagement/pace_prizes/).

See the Faculty website for information about other prizes: [http://www.businessandconomics.mq.edu.au/undergraduate\\_degrees/prizes\\_scholarships](http://www.businessandconomics.mq.edu.au/undergraduate_degrees/prizes_scholarships).

## Unit Schedule

Below is the schedule for the four seminars. **Note:** Two separate seminar schedules are provided below.

The first seminar for students engaged in local business projects is in Week 1.

The first seminar for students on international placements is in Week 2.

Students are responsible for attending seminars at the time allocated for their stream. Students are responsible for checking email and iLearn for updates or changes to seminar offerings.

### SEMINAR SCHEDULE – LOCAL GLOBAL BUSINESS PROJECTS

Week	Day and time	Location	Topic
Week 1	Thursday Aug. 3, 3pm-6pm	W5C 320	Project case study selection and organisation orientation
Week 5	Thursday, Aug. 31, 3-6pm	W5C 320	Ethics and sustainability
Week 8	Thursday, Oct. 5 3-6 pm	W5C 320	Reflection
Week 12	Thursday, Nov. 2, 3-6 pm	W5C 320	Showcase

**SEMINAR SCHEDULE – INTERNATIONAL PLACEMENTS**

Week	Day and time	Location	Topic
Week 2	Thursday, Aug.10 3pm-6pm	W5C 320	Project case study selection and organisation orientation
Week 5	Thursday, Aug.31, 3-6pm	W5C 320	Ethics and sustainability
Week 8	Thursday, Oct. 5, 3-6pm	W5C 320	Reflection
Week 12	Thursday, Nov.2, 3-6pm	W5C 320	Showcase

## Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central](#). Students should be aware of the following policies in particular with regard to Learning and Teaching:

Academic Honesty Policy [http://mq.edu.au/policy/docs/academic\\_honesty/policy.html](http://mq.edu.au/policy/docs/academic_honesty/policy.html)

Assessment Policy [http://mq.edu.au/policy/docs/assessment/policy\\_2016.html](http://mq.edu.au/policy/docs/assessment/policy_2016.html)

Grade Appeal Policy <http://mq.edu.au/policy/docs/gradeappeal/policy.html>

Complaint Management Procedure for Students and Members of the Public [http://www.mq.edu.au/policy/docs/complaint\\_management/procedure.html](http://www.mq.edu.au/policy/docs/complaint_management/procedure.html)

Disruption to Studies Policy (in effect until Dec 4th, 2017): [http://www.mq.edu.au/policy/docs/disruption\\_studies/policy.html](http://www.mq.edu.au/policy/docs/disruption_studies/policy.html)

Special Consideration Policy (in effect from Dec 4th, 2017): <https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policies/special-consideration>

In addition, a number of other policies can be found in the [Learning and Teaching Category](#) of Policy Central.

## Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: [https://students.mq.edu.au/support/student\\_conduct/](https://students.mq.edu.au/support/student_conduct/)

## Results

Results shown in *iLearn*, or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in [eStudent](#). For more information visit [ask.mq.edu.au](#).

### PACE-specific Policies

Early Commencement Procedure [http://www.mq.edu.au/policy/docs/participation\\_activity/procedure\\_commencement.html](http://www.mq.edu.au/policy/docs/participation_activity/procedure_commencement.html)

Managing Other Commitments Procedure [http://www.mq.edu.au/policy/docs/participation\\_activity/procedure.html](http://www.mq.edu.au/policy/docs/participation_activity/procedure.html)

Reasonable Adjustment Procedure [http://www.mq.edu.au/policy/docs/reasonable\\_adjust\\_pace/procedure.html](http://www.mq.edu.au/policy/docs/reasonable_adjust_pace/procedure.html)

## Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

## Learning Skills

Learning Skills ([mq.edu.au/learningskills](http://mq.edu.au/learningskills)) provides academic writing resources and study strategies to improve your marks and take control of your study.

- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module for Students](#)
- [Ask a Learning Adviser](#)

## Student Services and Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

## Student Enquiries

For all student enquiries, visit Student Connect at [ask.mq.edu.au](http://ask.mq.edu.au)

## IT Help

For help with University computer systems and technology, visit [http://www.mq.edu.au/about\\_us/offices\\_and\\_units/information\\_technology/help/](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/).

When using the University's IT, you must adhere to the [Acceptable Use of IT Resources Policy](#). The policy applies to all who connect to the MQ network including students.



## Graduate Capabilities

### Capable of Professional and Personal Judgement and Initiative

We want our graduates to have emotional intelligence and sound interpersonal skills and to demonstrate discernment and common sense in their professional and personal judgement. They will exercise initiative as needed. They will be capable of risk assessment, and be able to handle ambiguity and complexity, enabling them to be adaptable in diverse and changing environments.

This graduate capability is supported by:

#### Learning outcomes

- Apply knowledge and skills learned at university to perform successfully in a placement or project with an international organisation.
- Critically examine ethical and sustainability practices in an international organisations based on theory, organisational environment and cultural context.

#### Assessment tasks

- Task 1 Placement evaluation
- Task 2 Report

### Critical, Analytical and Integrative Thinking

We want our graduates to be capable of reasoning, questioning and analysing, and to integrate and synthesise learning and knowledge from a range of sources and environments; to be able to critique constraints, assumptions and limitations; to be able to think independently and systemically in relation to scholarly activity, in the workplace, and in the world. We want them to have a level of scientific and information technology literacy.

This graduate capability is supported by:

#### Learning outcome

- Critically reflect on experience in an international organisation to identify areas of key learning.

#### Assessment task

- Task 1 Placement evaluation

### Problem Solving and Research Capability

Our graduates should be capable of researching; of analysing, and interpreting and assessing data and information in various forms; of drawing connections across fields of knowledge; and they should be able to relate their knowledge to complex situations at work or in the world, in order to diagnose and solve problems. We want them to have the confidence to take the initiative

in doing so, within an awareness of their own limitations.

This graduate capability is supported by:

## **Learning outcomes**

- Critically examine ethical and sustainability practices in an international organisations based on theory, organisational environment and cultural context.
- Critically reflect on experience in an international organisation to identify areas of key learning.

## **Assessment tasks**

- Task 2 Report
- Task 3 Final project

## **Effective Communication**

We want to develop in our students the ability to communicate and convey their views in forms effective with different audiences. We want our graduates to take with them the capability to read, listen, question, gather and evaluate information resources in a variety of formats, assess, write clearly, speak effectively, and to use visual communication and communication technologies as appropriate.

This graduate capability is supported by:

## **Learning outcomes**

- Apply knowledge and skills learned at university to perform successfully in a placement or project with an international organisation.
- Critically reflect on experience in an international organisation to identify areas of key learning.

## **Assessment tasks**

- Task 1 Placement evaluation
- Task 2 Report
- Task 3 Final project

## **Engaged and Ethical Local and Global citizens**

As local citizens our graduates will be aware of indigenous perspectives and of the nation's historical context. They will be engaged with the challenges of contemporary society and with knowledge and ideas. We want our graduates to have respect for diversity, to be open-minded, sensitive to others and inclusive, and to be open to other cultures and perspectives: they should have a level of cultural literacy. Our graduates should be aware of disadvantage and social justice, and be willing to participate to help create a wiser and better society.

This graduate capability is supported by:

## Learning outcome

- Critically examine ethical and sustainability practices in an international organisations based on theory, organisational environment and cultural context.

## Assessment tasks

- Task 2 Report
- Task 3 Final project

## Changes from Previous Offering

The current session is offered internally with students placed in groups at several international businesses to work on international projects or challenges identified by the host organisations; this semester five students have done overseas internship placements during the semester break. A separate orientation session for students working locally on international projects is added in Week 1 to give students exposure to their host organisation and facilitate timely project team processes.