MMBA8006

Developing Yourself for Leadership

MGSM term 2, Intensive attendance, North Ryde 2020

Department of Management

Contents

Disclaimer

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General Information

Unit convenor and teaching staff
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Credit points
10

Prerequisites
Admission to MBA or GradCertMgtPostMBA or GradDipMgt

Corequisites

Co-badged status

Unit description
This unit takes the position that a manager's behaviour can have a significant impact on organisational performance and that the continuous development of one's management and leadership skills is essential in the contemporary work environment. This unit highlights a self-directed approach to develop and enhance one's intrapersonal and interpersonal skills and abilities. The unit presents a model of self-development, which takes the view that effective self-development, requires the enhancement of three meta-skills - self-reflection practice, management of self-awareness reactions, and the operation self-regulation processes.

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:

ULO1: Define and apply critical reflection to assess your leadership style and skills.

ULO2: Assess your intrapersonal and interpersonal leadership skills and abilities to identify self development needs.

ULO3: Employ social cognitive theory and self-regulation theory in the design of a self-development action plan.

ULO4: Evaluate your reflections and self-development processes to assess yourself and the contributions of others.

Assessment Tasks

Coronavirus (COVID-19) Update

Assessment details are no longer provided here as a result of changes due to the Coronavirus (COVID-19) pandemic.

Students should consult iLearn for revised unit information.

Find out more about the Coronavirus (COVID-19) and potential impacts on staff and students

General Assessment Information

Late Assessment Policy:

Late assessment submissions must be submitted through the appropriate submission link in iLearn. No extensions will be granted unless an application for Special Consideration is made and approved. There will be a **deduction of 10%** of the total available marks made from the total awarded mark for each **24 hour period** or part thereof that the submission is late. Late submissions will not be accepted after solutions have been discussed and/or made available.

Note: applications for Special Consideration Policy must be made within 5 (five) business days of the due date and time.

Delivery and Resources

Coronavirus (COVID-19) Update

Any references to on-campus delivery below may no longer be relevant due to COVID-19.

Please check here for updated delivery information: https://ask.mq.edu.au/account/pub/display/unit_status

Required Textbook	There is no required text for this unit.
Unit Web Page	The web page for this unit can be found at: https://ilearn.mq.edu.au
Technology Used and Required	Students are required to have access to a personal computer and familiarise themselves with iLearn (https://ilearn.mq.edu.au). iLearn will be used to post lecture slides, assessment details, student grades and as a means of communication between staff members and students.
Delivery Format and Other Details	• Number and length of classes: **Five eight-hour seminar classes held over two weekend blocks** unless indicated otherwise in the lecture schedule. Classes may vary due to public holiday(s) • The timetable for classes can be found on the University web site at: http://www.timetables.mq.edu.au/

Recommended Readings	Recommended Readings are provided via the links on the iLearn Unit page

Unit Schedule

Coronavirus (COVID-19) Update

The unit schedule/topics and any references to on-campus delivery below may no longer be relevant due to COVID-19. Please consult iLearn for latest details, and check here for updated delivery information: https://ask.mq.edu.au/account/pub/display/unit_status

Session	Topic
	(The proposed program might be subject to some minor changes as the term progresses (TBA)).
1	Developing Oneself for Leadership: Self-Development Model
2	Understanding One's Leadership Style – (Includes MBTI Assessment and Peer Coaching)
3	Managing Oneself: Managing Stress and Time/Self-Organisation
4	Managing Oneself: Working with Emotions (Includes Debrief of Emotional Intelligence Online Test – MSCEIT)
5	Managing Relations with Others: Managing Communication as the Basis of Interpersonal Skills (Includes Self-Assessments of Active Listening and FIRO-B and Peer Coaching)
6	Managing Relations with Others: Interpersonal Skills (Includes Assessment of Belbin Team Roles Inventory)
7 and 8	Self-Development Actions: Understanding Self-Regulation Processes (Includes Peer Coaching)
9 and 10	Self-Development Actions – Self-Development Action Plans; Team 360 Review Activities; Course and Assessment Review

Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- Academic Appeals Policy
- Academic Integrity Policy
- Academic Progression Policy
- Assessment Policy
- Fitness to Practice Procedure

- Grade Appeal Policy
- Complaint Management Procedure for Students and Members of the Public
- Special Consideration Policy *(**Note:** The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.)*

Students seeking more policy resources can visit the Student Policy Gateway (https://students.mq.edu.au/support/study/student-policy-gateway). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit Policy Central (https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/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/study/getting-started/student-conduct

Results

Results published on platform other than eStudent, (eg. iLearn, Coursera etc.) 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 or if you are a Global MBA student contact globalmba.support@mq.edu.au

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) provides academic writing resources and study strategies to help you improve your marks and take control of your study.

- Getting help with your assignment
- Workshops
- StudyWise
- Academic Integrity Module

The Library provides online and face to face support to help you find and use relevant information resources.

- Subject and Research Guides
- Ask a Librarian

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

If you are a Global MBA student contact globalmba.support@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/.

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.