



MGMT8011

Learning to be a Leader

Session 2, Special circumstance 2020

Department of Management

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Notice

As part of [Phase 3 of our return to campus plan](#), most units will now run tutorials, seminars and other small group learning activities on campus for the second half-year, while keeping an online version available for those students unable to return or those who choose to continue their studies online.

To check the availability of face-to-face and online activities for your unit, please go to [timetable viewer](#). To check detailed information on unit assessments visit your unit's iLearn space or consult your unit convenor.

General Information

Unit convenor and teaching staff Laramie Tolentino laramie.tolentino@mq.edu.au
Credit points 10
Prerequisites Admission to MMgmt or MEngMgt
Corequisites
Co-badged status
Unit description The overarching goal of this unit is to help students understand their own potential to become the leader they would like to be and also how they can balance competing stakeholder interests and deliver positive results both for their organisation and for society. The unit emphasises personal development with the development of leadership capabilities as the vehicle to do so, with a key focus on making life choices i.e. what work excites learners, as well as understanding one's passions and responsibilities so they can become leaders they would like to be. Another focus relates to the development of practical life-skills e.g. managing stress, building positivity, mindsets and setting life goals. The unit also aims to develop leadership capability to manage a range of stakeholder interests and deliver results using pro-social frameworks.

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: Analyse and explain contemporary theories about the nature and processes of leading.

ULO2: Investigate and argue the differences between leading and managing, and critically analyse how they complement one another, both as an individual and as part of a team.

ULO3: Create and critically appraise a personal leadership development plan.

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.

Assessment Tasks

Name	Weighting	Hurdle	Due
Participation in Class Discussion and Activities	20%	No	Week 1 to 13
Group Presentation & Report	30%	No	Week 8 to 12
Leadership Development Plan	50%	No	Week 13

Participation in Class Discussion and Activities

Assessment Type ¹: Participatory task

Indicative Time on Task ²: 30 hours

Due: **Week 1 to 13**

Weighting: **20%**

Associated with each module are learning activities based within a discussion forum or other forms of online collaborative activity. Students are expected to participate actively and contribute regularly to help form a community of practice and enable peer learning. Assessment of contribution to the online learning activities will be based on the frequency of interactions and a 500 words reflective report

On successful completion you will be able to:

- Analyse and explain contemporary theories about the nature and processes of leading.
- Investigate and argue the differences between leading and managing, and critically analyse how they complement one another, both as an individual and as part of a team.

Group Presentation & Report

Assessment Type ¹: Case study/analysis

Indicative Time on Task ²: 30 hours

Due: **Week 8 to 12**

Weighting: **30%**

In groups of no more than four, students will present, in class, on an allocated leadership topic, specific to a selected organisation. Topics and organisations will be made available on iLearn, and will be allocated to groups, in class. A 1,500 word presentation report and presentation slides will accompany the 20 minute presentation.

On successful completion you will be able to:

- Analyse and explain contemporary theories about the nature and processes of leading.
- Investigate and argue the differences between leading and managing, and critically analyse how they complement one another, both as an individual and as part of a team.

Leadership Development Plan

Assessment Type ¹: Plan

Indicative Time on Task ²: 30 hours

Due: **Week 13**

Weighting: **50%**

This assessment task requires students to create a personal leadership development plan, detailing their existing and desired leadership attributes, skills and knowledge. Students will be required to provide strategies and timelines regarding the achievement of the desired objectives. To this end, students will be encouraged to maintain a learning journal for the duration of the unit. The plan will be 2,000 words.

On successful completion you will be able to:

- Investigate and argue the differences between leading and managing, and critically analyse how they complement one another, both as an individual and as part of a team.
- Create and critically appraise a personal leadership development plan.

¹ If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the [Writing Centre](#) for academic skills support.

² Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

Delivery and Resources

Required text	There is no prescribed text for this unit, but various readings and other materials will be made available via iLearn. Please refer to Peter Northouse's <i>Leadership: Theory and Practice</i> as a suggested general reference
Unit web page	The web page for this unit can be found at: https://ilearn.mq.edu.au/login/
Technology Used and Required	<p>Students are required to have access to a personal computer and familiarise themselves with iLearn (https://ilearn.mq.edu.au/login/).</p> <p>iLearn will be used to post lecture slides, assessment details, student grades and as a means of communication between staff members and students.</p> <p>If you have difficulties logging on to iLearn, please contact the university's technical support staff via OneHelp. Do not contact the UC/Lecturer as she is not be able to help you with technical queries.</p> <p>Students are expected to check their university email account and contact the teaching staff through it. Gmail, Hotmail and other personal email accounts are often blocked through the university's spam filter; communicating through those risks that your query will not be answered.</p>
Delivery Format and Other Details	<ul style="list-style-type: none"> Number and length of classes: Each class is 3 hours long, including lecture and seminar activities. 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
Inherent Requirements	Attendance is required in the allocated Presentation week in order to complete the presentation component of the "Group Presentation and Report" assessment.

Unit Schedule

Please see iLearn.

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) (<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) (<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](http://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central) (<http://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.