



# PSYB8966

## Team Factors in the Workplace

Session 2, Special circumstance 2020

*Department of Psychology*

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#### **Disclaimer**

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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

Convenor

Mel Taylor

[mel.taylor@mq.edu.au](mailto:mel.taylor@mq.edu.au)

4FW Room 505

By appointment

Co-convenor

Piers Bayl-Smith

[piers.bayl-smith@mq.edu.au](mailto:piers.bayl-smith@mq.edu.au)

By appointment

Credit points

10

Prerequisites

Admission to GradCertBusPsy or GradDipBusPsy

Corequisites

Co-badged status

Unit description

This unit provides students with an understanding of the factors that influence how people work together, what makes a team effective in the contemporary workplace, and the role of leadership. Lectures explore work behaviour at both the individual and the team level, drawing on theories and research in the literature on groups as well as the more recent multilevel research in organisational psychology. Students are required to engage in team assessment projects to help them develop professional skills and learn how they might function more effectively in group contexts.

## 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:** Identify key group processes and factors that affect team performance at work and leadership competencies.

**ULO2:** Demonstrate an understanding of theory and issues related to multilevel issues in organisations

**ULO3:** Present information on individual and group functioning for an organisation in a clear and appropriate manner

**ULO4:** Assess a conflict situation and develop innovative strategies for managing the situation.

**ULO5:** Demonstrate the ability to work cooperatively and productively in teams

## Assessment Tasks

Name	Weighting	Hurdle	Due
<a href="#">Group report on an organisational survey including a self-reflection on the team process</a>	70%	No	14/09/20
<a href="#">Conflict case study</a>	30%	No	02/11/20

### Group report on an organisational survey including a self-reflection on the team process

Assessment Type <sup>1</sup>: Report

Indicative Time on Task <sup>2</sup>: 60 hours

Due: **14/09/20**

Weighting: **70%**

Students work in teams to develop a written report of survey data, including making recommendations. Teams are to work together to allocate tasks and plan the report, which should be up to 1000 words, excluding tables and cover page. Students reflect individually on the team process and identify impacts on team effectiveness. This component is 1500 words.

On successful completion you will be able to:

- Identify key group processes and factors that affect team performance at work and leadership competencies.
- Demonstrate an understanding of theory and issues related to multilevel issues in organisations
- Present information on individual and group functioning for an organisation in a clear and appropriate manner
- Demonstrate the ability to work cooperatively and productively in teams

### Conflict case study

Assessment Type <sup>1</sup>: Case study/analysis

Indicative Time on Task <sup>2</sup>: 40 hours

Due: **02/11/20**

Weighting: **30%**

Case study of a difficult interpersonal situation faced by a team leader. Students are required to analyse the problem in a case report of 750 words

On successful completion you will be able to:

- Identify key group processes and factors that affect team performance at work and leadership competencies.
- Demonstrate an understanding of theory and issues related to multilevel issues in organisations
- Assess a conflict situation and develop innovative strategies for managing the situation.

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<sup>1</sup> 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.

<sup>2</sup> 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

This unit is delivered in eight weekly classes and one full day workshop.

iLearn will be used to post all pre-work, resources, lesson recordings and assessment information relating to this Unit. Further information regarding this unit will be available via a Unit Outline posted in 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](http://ask.mq.edu.au) or if you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto: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](http://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](http://ask.mq.edu.au)

If you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto: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/](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.