MGMT3901

Applied Leadership Project

Session 2, Special circumstance 2020

Department of Management

Contents

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 Unit Convenor Deborah Howlett deborah.howlett@mq.edu.au
Credit points 10
Prerequisites Admission to BBusLeadCom and (MGMT303 or MGMT3903) and (MGMT306 or MGMT3906)
Corequisites
Co-badged status
Unit description By working on a business-based group project, this capstone unit is designed to provide students with the opportunity to extend, but most importantly to apply, the knowledge and skills that they have gained throughout their Bachelor of Business Leadership and Commerce degree. The aim of the project is to provide a solution to a problem set by an industry partner, such as a not-for-profit organisation, government agency or for-profit organisation, and to present the solution to an organisation representative at the end of the session. It is expected that students will liaise with the industry partner throughout the session to ensure they are working effectively towards the end goal. Students will gain an insight into organisations and be able to contextualise their graduate capabilities in the final business project. Students will be assessed on a reflective journal, and on both the written and oral components of their reports.

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:** Apply models, theories and/or concepts in order to analyse the challenge set by the industry partner and generate feasible recommendations.
>
> **ULO2:** Communicate analysis and recommendations as an individual and as part of a group.

ULO3: Employ reflective analysis to evaluate own and others' contribution to the challenge set by the industry partner

General Assessment Information

Late Assessments must also be submitted through Turnitin. No extensions will be granted. 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 (for example, 25 hours late in submission incurs a 20% penalty). Late submissions will be accepted up to 96 hours after the due date and time.

This penalty does not apply for cases in which an application for Special Consideration is made and approved. 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
Assessed Coursework	30%	No	Various Dates
Group Project	60%	No	Various Dates
Reflective exercise	10%	No	Week 13

Assessed Coursework

Assessment Type [1]: Case study/analysis
Indicative Time on Task [2]: 15 hours
Due: **Various Dates**
Weighting: **30%**

a) Each student will participate in a peer evaluation exercise. Further information available on iLearn This task is worth 10%. b) Each student will be allocated by the lecturer a specific topic for analysis as it pertains to their task and organisation. The student will present this information in class. Further information will be available on iLearn. This task is worth 20%.

On successful completion you will be able to:

- Apply models, theories and/or concepts in order to analyse the challenge set by the industry partner and generate feasible recommendations.
- Communicate analysis and recommendations as an individual and as part of a group.
- Employ reflective analysis to evaluate own and others' contribution to the challenge set

by the industry partner

Group Project

Assessment Type [1]: Report
Indicative Time on Task [2]: 60 hours
Due: **Various Dates**
Weighting: **60%**

Group Written Report (20% - marked on a group basis): Each group is required to prepare a report outlining their analysis of the issue/challenge set by the industry partner. This task is worth 20% and will be marked collectively. More details can be found on iLearn.

Presentation (20% - marked on individual contribution): Each group will present their analysis and recommendations to their assigned industry partner. The presentation will take place online to the industry partner. This task is worth 20% and will be marked individually. More details can be found on iLearn.

FEEDBACK EXERCISE (20%): In the middle of the semester, students will partake in a feedback exercise in class via video submission.

On successful completion you will be able to:
- Apply models, theories and/or concepts in order to analyse the challenge set by the industry partner and generate feasible recommendations.
- Communicate analysis and recommendations as an individual and as part of a group.

Reflective exercise

Assessment Type [1]: Reflective Writing
Indicative Time on Task [2]: 2 hours
Due: **Week 13**
Weighting: **10%**

Students will be required to reflect on their experience in the project team, evaluating in particular their own contribution to the project.

On successful completion you will be able to:
- Employ reflective analysis to evaluate own and others' contribution to the challenge set by the industry partner

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	None. Readings will be available on iLearn
Unit Web Page	The web page for this unit can be found at: https://ilearn.mq.edu.au/login/
Technology Used and Required	Students are required to have access to a personal computer with audio and video functions. Access to reliable internet services and sufficient network bandwith to participate in Zoom tutorials as required.
	Students are required to have access to a personal computer and familiarise themselves with iLearn (https://ile arn.m q.edu.au/login/).
	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	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	None

Unit Schedule

Please see iLearn

Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://staff.m q.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-centr al). 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.