



# MQBS3010

## Agility and Excellence in Business

Session 2, Special circumstance 2020

*Macquarie Business School Faculty level units*

### Contents

---

<a href="#"><u>General Information</u></a>	2
<a href="#"><u>Learning Outcomes</u></a>	2
<a href="#"><u>General Assessment Information</u></a>	3
<a href="#"><u>Assessment Tasks</u></a>	3
<a href="#"><u>Delivery and Resources</u></a>	5
<a href="#"><u>Unit Schedule</u></a>	7
<a href="#"><u>Policies and Procedures</u></a>	7

---

#### 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.

#### 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

Prashan Karunaratne

[prashan.karunaratne@mq.edu.au](mailto:prashan.karunaratne@mq.edu.au)

Contact via "Contact the Unit Convenor" link on iLearn.

4ER 243

Tuesday 4-6 pm

Credit points

10

Prerequisites

Admission to BCom and 80cp at 2000 level or above

Corequisites

Co-badged status

Unit description

This course-wide Capstone unit is designed to be taken by students in their final session of study within the Bachelor of Commerce. Students work collaboratively with peers and advisors to integrate the discipline-specific knowledge acquired within the course and to address practical business challenges requiring cross-disciplinary and cross-functional insights, knowledge and skills. Assessment is designed to assure student proficiency in course learning outcomes. Students work in self-managing cross-functional teams to complete a session-long project, preparing individual and group reports that are assessed by academic staff. The unit aims to prepare students for ethical and sustainable leadership in their future workplaces as team players. Learning activities may include a combination of case study/ies, business simulation and seminars/workshops.

## 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:** Integrate discipline specific knowledge and skills and apply subject knowledge critically, analytically with appreciation of cross disciplinary requirements.

**ULO2:** Identify and analyse issues from a variety of ethical and sustainability positions as applied to the business context.

**ULO3:** Reflect on outcomes of working in multi-functional teams to apply teamwork knowledge and skills for effective collaboration to achieve business solutions in a range of contexts.

## General Assessment Information

All group based tasks will be weighted at 50% for the individual contribution and 50% for the group contribution.

## Assessment Tasks

Name	Weighting	Hurdle	Due
<a href="#">Capstone Project Report</a>	40%	No	Week 13
<a href="#">Capstone Project Presentation</a>	20%	No	Week 13
<a href="#">Reflective Essay</a>	20%	No	Week 2
<a href="#">Agility Exercise</a>	20%	No	Week 8

## Capstone Project Report

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

Indicative Time on Task <sup>2</sup>: 50 hours

Due: **Week 13**

Weighting: **40%**

Collaboratively prepare a report for a bespoke program / product / process for a chosen institution to excel in achieving (at least) one of the United Nations Sustainable Development Goals (UN SDGs).

On successful completion you will be able to:

- Integrate discipline specific knowledge and skills and apply subject knowledge critically, analytically with appreciation of cross disciplinary requirements.
- Identify and analyse issues from a variety of ethical and sustainability positions as applied to the business context.
- Reflect on outcomes of working in multi-functional teams to apply teamwork knowledge and skills for effective collaboration to achieve business solutions in a range of contexts.

## Capstone Project Presentation

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

Indicative Time on Task <sup>2</sup>: 10 hours

Due: **Week 13**

Weighting: **20%**

Collaboratively present a bespoke program / product / process for a chosen institution to excel in achieving (at least) one of the United Nations Sustainable Development Goals (UN SDGs).

On successful completion you will be able to:

- Integrate discipline specific knowledge and skills and apply subject knowledge critically, analytically with appreciation of cross disciplinary requirements.
- Identify and analyse issues from a variety of ethical and sustainability positions as applied to the business context.
- Reflect on outcomes of working in multi-functional teams to apply teamwork knowledge and skills for effective collaboration to achieve business solutions in a range of contexts.

## Reflective Essay

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

Indicative Time on Task <sup>2</sup>: 20 hours

Due: **Week 2**

Weighting: **20%**

2,000 word reflective essay

On successful completion you will be able to:

- Integrate discipline specific knowledge and skills and apply subject knowledge critically, analytically with appreciation of cross disciplinary requirements.

## Agility Exercise

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

Indicative Time on Task <sup>2</sup>: 10 hours

Due: **Week 8**

Weighting: **20%**

Collaboratively analyse the impact of a commercial shock on the ongoing capstone project by utilising an ethical framework.

On successful completion you will be able to:

- Identify and analyse issues from a variety of ethical and sustainability positions as applied to the business context.
- Reflect on outcomes of working in multi-functional teams to apply teamwork knowledge and skills for effective collaboration to achieve business solutions in a range of contexts.

---

<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

### Learning and Teaching Activities

For the fully online streams - all learning and teaching activities will be conducted online via iLearn.

For the partial online streams - a blend of online and F2F will occur.

#### **There are two seminars each week in your timetable:**

**You will need to commit to your timetable for the rest of the session. 80% of your grade will depend on work done during seminars in teams.**

**The 1-hour seminar: "Seminar\_2" will be facilitated by the Unit Convenor either F2F or via Zoom - depending on your timetable.**

**The 2-hour seminar: "Seminar\_1" will be facilitated by yourselves and you will have to organise your own team meetings - F2F or online. There will be material for you to work together as a group - and we will consolidate this learning in the next "Seminar\_2". It is possible that your individual team of 5 members may find an alternative time to meet instead of the official 2-hour "Seminar\_1" time - this is a decision for your team to make.**

**The 1-hour "Seminar\_1" time is not flexible - as the Unit Convenor is the facilitator.**

**In BOTH "Seminar\_1" and "Seminar\_2" you will be performing work in your teams - which**

**ultimately impacts on your capstone project and grade. If you are unable to commit to this (or find a team-based alternative to meeting for "Seminar\_1" outside the official timetabled time - you are advised to un-enrol from the unit, as 80% of the activities in the unit revolves around teamwork).**

**Essentially, "Seminar\_2" will be like a F2F / Live Zoom tutorial. Thus, you must attend this, as the Unit Convenor will be there, and you will be working in teams.**

### **Recommended Texts and/or Materials**

Resources uploaded on iLearn.

### **Technology Used and Required**

Students will need to use online tools for collaboration with their team members.

### **Unit Web Page**

The web page for this unit can be found at: [iLearn http://ilearn.mq.edu.au](http://ilearn.mq.edu.au)

## **Teaching and Learning Strategy**

The unit is designed as a capstone unit. A capstone unit is designed to bring all your knowledge together to solve a problem.

There is no new content in the unit - rather a presentation of frameworks to consolidate all your content learnt in your degree so far.

This is a final year unit of study which integrates the material and skills presented across the degree.

Students will be placed in mixed-major teams to solve real-world problems.

These real-world problems will revolve around the UN Sustainable Development Goals.

Student will address how commerce and business can play their part in achieving these goals.

Students will construct an artefact that integrates all their learning, as well as demonstrate an empathy & appreciation for other disciplines.

Students will write a reflective report about how their own major is an integral part of the puzzle in the diverse world of commerce.

Students will demonstrate agility by dealing with shocks that occur to the economy and responding to these effectively.

Students will demonstrate excellence by presenting their projects online, ready to be showcased to the job market

## Unit Schedule

Week	Activities & Resources revolving around...	Assessment	Weight
1	Introduction		
2	Reflection	Reflective Essay	20
3	Introduction to Teams		
4	Theory of Teams		
5	Collaborative Problem Solving		
6	Communication Skills		
7	Conflict Management	Interim Pitch	0
	<b>Session Break</b>		
	<b>Session Break</b>		
8	Agility Exercise	Agility Exercise	20
9	Ethics in Business		
10	Inter-group consultation		
11	Guidance / Work on Project		
12	Guidance / Work on Project		
13	Wrap up	Presentation	20
		Report	40

## 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](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>).

## 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.