



G MBA8102

Build Personal Resilience

Coursera term 6, Fully online/virtual 2021

Department of Management

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Disclaimer

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Session 2 Learning and Teaching Update

The decision has been made to conduct study online for the remainder of Session 2 for all units WITHOUT mandatory on-campus learning activities. Exams for Session 2 will also be online where possible to do so.

This is due to the extension of the lockdown orders and to provide certainty around arrangements for the remainder of Session 2. We hope to return to campus beyond Session 2 as soon as it is safe and appropriate to do so.

Some classes/teaching activities cannot be moved online and must be taught on campus. You should already know if you are in one of these classes/teaching activities and your unit convenor will provide you with more information via iLearn. If you want to confirm, see the list of [units with mandatory on-campus classes/teaching activities](#).

Visit the [MQ COVID-19 information page](#) for more detail.

General Information

Unit convenor and teaching staff

Unit Convenor

Patrick Garcia

patrick.garcia@mq.edu.au

Credit points

5

Prerequisites

Admission to GMBA or GradCertGlobalBusPrac

Corequisites

Co-badged status

Unit description

Pressures associated with globalisation and advances in information and communication technology have resulted in a 24x7 work environment characterised by rapid change, increasing sense of competition, and an explosion in access to communication and information. These pressures can lead to feelings of stress about being overloaded with work and information processing, which not only reduces performance but can also lead to a reduced sense of meaning and purpose about life as well as physical and mental health problems. This course will focus on the nature of contemporary stressors facing leaders in today's work environments and the approaches one can use to deal with this situation. In particular the issue of building your personal resilience - your capacity to withstand and cope with stress - will be explored. Underpinning resilience and management of stress is a set of strategies that relate to how you manage yourself, how you motivate yourself at work, and how you organise your work and time. Additionally, resilience is impacted by one's health, and the extent and quality of social relationships dimensions. Understanding the nature of stress and how to deal with stress and building your resilience are essential skills for leaders and play a vital role in managing the demands you face at work in changing the work environment.

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: Critically evaluate the nature of work stress and resilience.

ULO2: Reflect on personal sources of stress in the extent of personal resilience.

ULO3: Apply strategies deal with stress and to enhance resilience.

General Assessment Information

Submission

Submission of assessment tasks is via Coursera or as otherwise instructed on Coursera.

For written assessment tasks, you must submit in either **PDF or Word (.doc) file types**. It is your responsibility to ensure your submission is accessible. If your submission cannot be opened, late penalties will apply for submitting the correct file after the due date.

For individual submissions, please use the following naming convention for your file:

lastname-firstname-GMBA8xxx-A1(or A2)

For group submissions, please use the following naming convention for your file:

team-number-GMBA8xxx-A1(or A2)

Late Assessment Policy:

Late assessment submissions must be submitted through the appropriate submission link on Coursera. 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. 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 five (5) business days of the due date and time

If you would like to apply for Special Consideration please submit a request via ask.mq.edu.au

Commercial in Confidence

Please note that you must not disclose any information marked 'Commercial in Confidence' without permission from the party who supplied it (e.g., your current or previous employer, customers, etc.).

Assessment Tasks

Name	Weighting	Hurdle	Due
<u>Workplace Stress</u>	40%	No	2 Nov, 11:59pm (AEDT)
<u>Action Plan</u>	60%	No	25 Nov, 11:59pm (AEDT)

Workplace Stress

Assessment Type ¹: Reflective Writing

Indicative Time on Task ²: 9 hours

Due: **2 Nov, 11:59pm (AEDT)**

Weighting: **40%**

Length: max 1,5000 words (excl. references) Task type: Reflective writing Groupwork: No Task: In this assignment, you will critically evaluate the nature of work stress in your current (or past) role using the presented overarching model. You need to demonstrate your understanding of the stress and resilience framework by establishing stressors (causes of stress) that are currently present in your work life and identifying your reactions. Please refer to the section Resources - Assessment Information in your online unit for detailed information on this assignment as well as the marking criteria. You will be asked to submit your completed task via the Assignment submission link in your online unit.

On successful completion you will be able to:

- Critically evaluate the nature of work stress and resilience.
- Reflect on personal sources of stress in the extent of personal resilience.

Action Plan

Assessment Type ¹: Reflective Writing

Indicative Time on Task ²: 15 hours

Due: **25 Nov, 11:59pm (AEDT)**

Weighting: **60%**

Length: max 3,000 words (excl. references) Task type: Reflective writing Groupwork: No Task: In this assignment, you will develop and apply strategies to enhance resilience in a variety of stressful situations when managing yourself and your team in your current (or past) role. First, you need to critically reflect on the current stress management practices you employ to manage stress that you identified in your Assessment. Second, you need to develop an action plan that will help enhance your resilience approach as well as enable you to keep progress in growing your resilience.

On successful completion you will be able to:

- Reflect on personal sources of stress in the extent of personal resilience.

- Apply strategies deal with stress and to enhance resilience.

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 required textbook for this unit. Please refer to the weekly required readings in your online unit. All readings are available via the Macquarie University library and do not need to be purchased separately.

Delivery method

This unit will be delivered entirely online via the Coursera Learning Management System. Access to a personal computer is required to access the resources and learning materials on Coursera.

Unit Schedule

For this unit, Live Events (via Zoom) will take place each week starting in Week 1 and ending in Week 6. The links to the events are available via **Live Events** in the Coursera unit.

Attending the Live Event each week is an opportunity to engage with the unit content, your Unit Convenor, and classmates. Students are encouraged to complete specified Live Event preparation learning activities prior to each scheduled Live Event in order to get the most value out of these sessions. Students are strongly advised to attend the Live Events. Recordings of the live events will be made available within 24 hours of the event and can be accessed via the Coursera unit content.

Please note: The teaching schedule is subject to change. Please refer to your Coursera unit for a detailed Live Event schedule.

Week	Live Events	Assessments
1	Wed 20 October, 8-9am (AEDT)	
2	Wed 27 October, 8-9am (AEDT)	
3	Wed 3 November, 8-9am (AEDT)	A1 due: 2 Nov, 11:59pm (AEDT)
4	Wed 10 November, 8-9am (AEDT)	
5	Wed 17 November, 8-9am (AEDT)	

Week	Live Events	Assessments
6	Wed 24 November, 8-9am (AEDT)	A2 due: 25 Nov, 11:59pm (AEDT)

Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central \(https://policies.mq.edu.au\)](https://policies.mq.edu.au). 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](#)

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

To find other policies relating to Teaching and Learning, visit [Policy Central \(https://policies.mq.edu.au\)](https://policies.mq.edu.au) and use the [search tool](#).

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: <https://students.mq.edu.au/admin/other-resources/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.