



# G MBA8034

## Engage the Board

Coursera term 4, Fully online/virtual 2021

*Department of Accounting & Corporate Governance*

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#### **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 activities on campus, and most will keep an online version available to those students unable to return or those who choose to continue their studies online.

To check the availability of face-to-face 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

Allyson Cox

[allyson.cox@mq.edu.au](mailto:allyson.cox@mq.edu.au)

Credit points

5

Prerequisites

Admission to GMBA or GradCertGlobalBusPrac

Corequisites

Co-badged status

Unit description

The purpose of risk management is the creation and protection of value. It improves performance, encourages innovation and supports the achievement of objectives. Risk management refers to activities that direct and control an organisation in terms of risk, including the identification, analysis, treatment, monitoring and communication of risk. This unit addresses all these elements but has a particular focus on how to influence stakeholders and communication practices to help overcome the biases and blind spots that frequently impede effective risk management. The risk framework is applied to a range of risks (e.g. financial, operational, conduct, strategic) and contexts. It also addresses the systems of risk governance in an organisation to ensure that risk management is effective, with a special focus on the role of the board.

## 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 a risk management framework to a range of risks and business contexts

**ULO2:** Analyse governance structures for ensuring that an organisation meets its objectives

**ULO3:** Effectively communicate complex risk management ideas, information and recommendations to a business audience

## General Assessment Information

### Submission

You will submit your assessment tasks via your online unit 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-GMBAxxx-A1.\*

lastname-firstname-GMBAxxx-A2.\*

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

team-number-GMBAxxx-A1.\*

team-number-GMBAxxx-A2.\*

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### Extensions

Please note that 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 = 20% penalty). This penalty does not apply for cases in which an application for special consideration is made and approved.

**For any questions regarding your assignment submission please contact your Unit Convenor. If you would like to apply for Special Consideration please submit a request via [ask.mq.edu.au](http://ask.mq.edu.au)**

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### Formatting instructions

These instructions pertain only to written assignments. In the case of other formats (e.g., slide decks) specific formatting instructions may apply. Written assignments should be in 11 point Arial font with 1.5 line spacing. Each page of the report should be numbered and have at minimum 2.5 cm margins from the left and right edges and top and bottom of the page. The word count is strictly enforced. The actual word length of the document, not including references or appendices, should be clearly stated on the title page of the report. Written assignments should have the following structure:

1. A title page with the question, your student name and student number, word count of the text
2. The body of the report structured with paragraphs and with appropriate headings and

citations, with page numbers.

3. Complete reference list of material cited in the text.

## Referencing

Please use the American Psychological Association (APA) 6th edition reference style. This means that when referring to an article or book etc, you indicate the author's name followed by the year of publication (Jones, 1989). For multiple authors include all names (Jones, Smith, & Wilson, 1990). If you use a direct quote put the quoted words in "quotation marks" and include the page number with the reference (Jones, 1989, p. 76). A reference list should be presented in alphabetical order at the end of the paper. Further information on APA style is available at <http://libguides.mq.edu.au/content.php?pid=85232&sid=634282>

## 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
<a href="#">Risk Presentation</a>	35%	No	14 July 2021, 11:59pm (AEST)
<a href="#">Improving risk governance</a>	50%	No	4 August 2021, 11:59pm (AEST)
<a href="#">Discussion Forum Contribution: Debate and Dialogue</a>	15%	No	Weekly

## Risk Presentation

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

Indicative Time on Task <sup>2</sup>: 8 hours

Due: **14 July 2021, 11:59pm (AEST)**

Weighting: **35%**

Length: 600-900 words - 5 min. presentation Format: Powerpoint and script. Task: In this presentation, you will communicate risk effectively incorporating risk analysis and visualisation.

On successful completion you will be able to:

- Apply a risk management framework to a range of risks and business contexts
- Effectively communicate complex risk management ideas, information and recommendations to a business audience

## Improving risk governance

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

Indicative Time on Task <sup>2</sup>: 14 hours

Due: **4 August 2021, 11:59pm (AEST)**

Weighting: **50%**

Length: max 2,000 words (excl. references) + 600-900 words (= c. 5 min) video presentation

Format: Team report and video presentation Task type: Group Task: In this assignment, you will be asked to analyse the governance and risk management maturity of an organisation and recommend improvements (report of 2,000 words max.), and influence others in an organisation for better risk governance (video of 600-900 words equates to 5 mins).

On successful completion you will be able to:

- Apply a risk management framework to a range of risks and business contexts
- Effectively communicate complex risk management ideas, information and recommendations to a business audience

## Discussion Forum Contribution: Debate and Dialogue

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

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

Due: **Weekly**

Weighting: **15%**

Risk governance professional engagement. 1,500 words total. In this professional engagement task, you will debate, discuss, and deconstruct the concepts, ideas, and cases explored in the course on a weekly basis in the identified discussion forums (150-250 words/week).

On successful completion you will be able to:

- Apply a risk management framework to a range of risks and business contexts
- Analyse governance structures for ensuring that an organisation meets its objectives

- Effectively communicate complex risk management ideas, information and recommendations to a business audience

<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 [Learning Skills Unit](#) 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

### 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 the web conferencing software Zoom) will take place once a week starting in Week 1 and ending in Week 6. The links to the events are available via **Live Events** in the online unit. 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 **Resources** in the online 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.

**Please note:** The teaching schedule is subject to change. Please refer to your online unit for the latest schedule.

Week	Live Events	Assessments
1	Webinar: Tuesday 29 June 2021, 8-9am (AEST)	
2	Webinar: Tuesday 6 July 2021, 8-9am (AEST)	
3	Webinar: Tuesday 13 July 2021, 8-9am (AEST)	A1 due: 14 July, 11:59pm (AEST)

Week	Live Events	Assessments
4	Webinar: Tuesday 20 July 2021, 8-9am (AEST)	
5	Webinar: Tuesday 27 July 2021, 8-9am (AEST)	
6	Webinar: Tuesday 3 August 2021, 8-9am (AEST)	A2 due: 4 August, 11:59pm (AEST)

## 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](https://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 Enquiry Service

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)

## Equity 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.

## 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.