



# MGMT8011

## Learning to be a Leader

Session 2, Special circumstances 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

Laramie Tolentino

[laramie.tolentino@mq.edu.au](mailto:laramie.tolentino@mq.edu.au)

Credit points

10

Prerequisites

Admission to MBusAnalytics or MIntBus or MMgmt or MEngMgt or MSc or MScInnovationBioConsMgmt or MScInnovationChemBiomolecularSc or MScInnovationEnvSc or MScInnovationGeologyGeophys or MScInnovationIT or MScInnovationStat

Corequisites

Co-badged status

Unit description

The overarching goal of this unit is to help students understand their own potential to become the leader they would like to be and also how they can balance competing stakeholder interests and deliver positive results both for their organisation and for society. The unit emphasises personal development with the development of leadership capabilities as the vehicle to do so, with a key focus on making life choices i.e. what work excites learners, as well as understanding one's passions and responsibilities so they can become leaders they would like to be. Another focus relates to the development of practical life-skills e.g. managing stress, building positivity, mindsets and setting life goals. The unit also aims to develop leadership capability to manage a range of stakeholder interests and deliver results using pro-social frameworks.

## 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:** Analyse and explain contemporary theories about the nature and processes of leading.

**ULO2:** Investigate and argue the differences between leading and managing, and

critically analyse how they complement one another, both as an individual and as part of a team.

**ULO3:** Create and critically appraise a personal leadership development plan.

## General Assessment Information

### Late Assessment Policy:

Late assessment submissions must be submitted through the appropriate submission link in [iLearn](#). No extensions will be granted unless an application for [Special Consideration](#) is made and approved. 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 not be accepted after solutions have been discussed and/or made available.

*Note: applications for [Special Consideration Policy](#) must be made within 5 (five) business days of the due date and time.*

### Presentation:

No extensions will be granted. Students who are absent for the presentation will score **zero** for this assessment task. 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
<a href="#">Participation in Class Discussion and Activities</a>	20%	No	Weeks 1 to 13
<a href="#">Group Presentation &amp; Report</a>	30%	No	Weeks 8 to 11
<a href="#">Leadership Development Plan</a>	50%	No	Week 12

### Participation in Class Discussion and Activities

Assessment Type <sup>1</sup>: Participatory task

Indicative Time on Task <sup>2</sup>: 30 hours

Due: **Weeks 1 to 13**

Weighting: **20%**

Class participation will be monitored throughout the unit and is worth 20%. Marks will be allocated for participation in class discussions, activities, forum posts, and a 500-word individual reflective report.

On successful completion you will be able to:

- Analyse and explain contemporary theories about the nature and processes of leading.
- Investigate and argue the differences between leading and managing, and critically analyse how they complement one another, both as an individual and as part of a team.

## Group Presentation & Report

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

Indicative Time on Task <sup>2</sup>: 30 hours

Due: **Weeks 8 to 11**

Weighting: **30%**

This assessment has two components worth 30% in total, 20% will be allocated to individual performance, with 10% allocated as a group mark. One component is a 20 minute group presentation. The other component is a 1,500 word group report alongside the submission of presentation slides.

On successful completion you will be able to:

- Analyse and explain contemporary theories about the nature and processes of leading.
- Investigate and argue the differences between leading and managing, and critically analyse how they complement one another, both as an individual and as part of a team.

## Leadership Development Plan

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

Indicative Time on Task <sup>2</sup>: 30 hours

Due: **Week 12**

Weighting: **50%**

This assessment is worth 50% in total. It is a 2,000 word individual development plan plus a weekly individual learning journal.

On successful completion you will be able to:

- Investigate and argue the differences between leading and managing, and critically analyse how they complement one another, both as an individual and as part of a team.
- Create and critically appraise a personal leadership development plan.

<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

<b>Required text</b>	Northouse, P.G. (2020) <i>Introduction to Leadership: Concepts and Practice</i> (5th edition) SAGE Publishing
<b>Unit web page</b>	The web page for this unit can be found at: <a href="https://ilearn.mq.edu.au/login/">https://ilearn.mq.edu.au/login/</a>
<b>Technology Used and Required</b>	<p>Students are required to have access to a personal computer and familiarise themselves with iLearn (<a href="https://ilearn.mq.edu.au/login/">https://ilearn.mq.edu.au/login/</a>).</p> <p>iLearn will be used to post lecture slides, assessment details, student grades and as a means of communication between staff members and students.</p> <p>If you have difficulties logging on to iLearn, please contact the university's technical support staff via OneHelp. Do not contact the UC/Lecturer as she is not be able to help you with technical queries.</p> <p>Students are expected to check their university email account and contact the teaching staff through it. Gmail, Hotmail and other personal email accounts are often blocked through the university's spam filter; communicating through those risks that your query will not be answered.</p>
<b>Delivery Format and Other Details</b>	<ul style="list-style-type: none"><li>• Number and length of classes: Each class is <b>3 hours long</b>, including lecture and workshop activities. Classes may vary due to public holiday(s).</li><li>• The timetable for classes can be found on the University web site at: <a href="http://www.timetables.mq.edu.au/">http://www.timetables.mq.edu.au/</a></li></ul>
<b>Recommended readings</b>	Recommended readings are provided via the links on the <a href="#">iLearn</a> Unit page
<b>Inherent Requirements</b>	Attendance is required in the allocated Presentation week in order to complete the presentation component of the "Group Presentation and Report" assessment.

## Unit Schedule

Please see iLearn.

## 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](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.

## Changes since First Published

Date	Description
07/05/2021	Textbook updated