MGMT1002
Principles of Management
Session 2, Special circumstances 2021
Department of Management

Contents

General Information .......... 2
Learning Outcomes .......... 2
General Assessment Information .......... 2
Assessment Tasks .......... 3
Delivery and Resources .......... 4
Unit Schedule .......... 4
Policies and Procedures .......... 4
Changes since First Published .......... 6

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.

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

<table>
<thead>
<tr>
<th>Unit convenor and teaching staff</th>
<th>Unit Convenor</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Brett White</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:brett.white@mq.edu.au">brett.white@mq.edu.au</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Credit points</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
</tr>
</tbody>
</table>

### Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at [https://students.mq.edu.au/important-dates](https://students.mq.edu.au/important-dates)

### Learning Outcomes

On successful completion of this unit, you will be able to:

- **ULO1:** Describe and apply management theories and concepts to business operation.
- **ULO2:** Critically examine organisational and management practices.
- **ULO3:** Analyse management challenges, problems and issues, and construct practical solutions.
- **ULO4:** Assess the purpose and value of teamwork and working collaboratively.

### General Assessment Information

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.
This penalty does not apply for cases in which an application for Special Consideration is made and approved. Note: applications for Special Consideration must be made within 5 (five) business days of the due date and time.

**Assessment Tasks**

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group Report &amp; Essay</td>
<td>50%</td>
<td>No</td>
<td>Part 1 (Essay) - Week 6; Part 2 (Group Report) Week 10</td>
</tr>
<tr>
<td>Final Online Examination</td>
<td>50%</td>
<td>No</td>
<td>University Examination Period</td>
</tr>
</tbody>
</table>

**Group Report & Essay**

Assessment Type ¹: Report  
Indicative Time on Task ²: 40 hours  
Due: Part 1 (Essay) - Week 6; Part 2 (Group Report) Week 10  
Weighting: 50%

This assessment has two components worth 50% in total. One component is a 1,500 word individual essay worth 25%. The other component is a group report of 2,500 words also worth 25%.

On successful completion you will be able to:
- Describe and apply management theories and concepts to business operation.
- Critically examine organisational and management practices.
- Analyse management challenges, problems and issues, and construct practical solutions.
- Assess the purpose and value of teamwork and working collaboratively.

**Final Online Examination**

Assessment Type ¹: Examination  
Indicative Time on Task ²: 15 hours  
Due: University Examination Period  
Weighting: 50%

A two-hour online examination, administered via iLearn and worth 50%, will be held during the University Examination Period.
On successful completion you will be able to:

- Describe and apply management theories and concepts to business operation.

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 Learning Skills Unit 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

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A link to purchase the text is available on the unit web page</td>
<td></td>
</tr>
<tr>
<td>Unit Web Page</td>
<td>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></td>
</tr>
<tr>
<td>Technology Used and Required</td>
<td>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>).</td>
</tr>
<tr>
<td>iLearn will be used to post lecture slides, assessment details, student grades and as a means of communication between staff members and students.</td>
<td></td>
</tr>
<tr>
<td>Delivery Format and Other Details</td>
<td>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></td>
</tr>
<tr>
<td>Recommended readings</td>
<td>Recommended readings are provided via the links on the ILearn Unit page</td>
</tr>
<tr>
<td>Inherent Requirements</td>
<td>None</td>
</tr>
</tbody>
</table>

### 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:
Students seeking more policy resources can visit Student 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) 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
Student Enquiry Service
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

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/.
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

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/07/2021</td>
<td>Update to description for late penalties</td>
</tr>
</tbody>
</table>