MGMT3906

Leadership and Influence in Action

Session 1, Special circumstances 2021

Department of Management

Contents

Disclaimer

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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
Unit Convenor
Senia Kalfa
senia.kalfa@mq.edu.au
Contact via email to arrange consultations

Credit points
10

Prerequisites
Admission to BBusLeadCom and 150cp at 1000 level or above including MGMT304 or MGMT3904

Corequisites

Co-badged status

Unit description
Leadership and Influence in Action examines decision-making challenges, managing difficult relationships and building successful ones, provides a range of competitive and cooperative negotiation strategies and develops students' ability to deliver a successful "sales" pitch. Through a series of practical workshops, the unit aims to enhance students' practical skills of influence and persuasion and further improve their effectiveness as leaders. Outcomes from this unit will help students understand influencing and negotiation techniques. This unit employs block teaching.

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: Evaluate, understand and learn from the factors that make leaders and influencers who they are.

ULO2: Apply a range of leadership and influencing skills in a range of contexts.

ULO3: Practice influence through story telling.

ULO4: Investigate how different forms of power, relationships and ethical considerations can influence a negotiation process.

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.

Assessment Tasks

Name	Weighting	Hurdle	Due
Reflection	20%	No	16th April 2021, in class
Individual Online Presentation	40%	No	23rd April 2021, 11:59pm
Case Study/Analysis	40%	No	7th May 2021, 11:59pm

Reflection

Assessment Type [1]: Reflective Writing
Indicative Time on Task [2]: 20 hours
Due: **16th April 2021, in class**
Weighting: **20%**

The purpose of this assessment is to challenge students to critically and deeply think about how their learnings in this course are developing their knowledge, skills and abilities in leadership and, more broadly, are contributing to their professional and personal development. Students will be asked to reflect on their learning and development over the course of this unit, identify which areas are most important to them and why, and set feasible developmental goals to link their study to their careers.

On successful completion you will be able to:

- Evaluate, understand and learn from the factors that make leaders and influencers who they are.

Individual Online Presentation

Assessment Type [1]: Presentation

Indicative Time on Task [2]: 30 hours
Due: **23rd April 2021, 11:59pm**
Weighting: **40%**

The purpose of this assessment is for students to develop their influencing skills. Students will be presented with a fictional scenario and they will need to prepare a presentation, to be delivered via Zoom, using frameworks provided in class in order to convince their fictional manager of their point of view.

On successful completion you will be able to:

- Apply a range of leadership and influencing skills in a range of contexts.
- Practice influence through story telling.

Case Study/Analysis

Assessment Type [1]: Case study/analysis
Indicative Time on Task [2]: 30 hours
Due: **7th May 2021, 11:59pm**
Weighting: **40%**

Students will analyse a Harvard Business Publishing case study. The purpose of this assessment is to engage students in a scenario focused on the need to enact change and influence others. Students will draw on knowledge and skills developed in the unit to determine appropriate courses of action and propose recommendations for OR evaluate the actions of the protagonist of the case study.

On successful completion you will be able to:

- Apply a range of leadership and influencing skills in a range of contexts.
- Investigate how different forms of power, relationships and ethical considerations can influence a negotiation process.

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[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	No required text is assigned for this unit.
Unit Web Page	The web page for this unit can be found at: https://ilearn.mq.edu.au/login/
Technology Used and Required	Students are required to have access to a personal computer and familiarise themselves with iLearn (https://ile arn.mq.e du.au/login/). iLearn will be used to post lecture slides, assessment details, student grades and as a means of communication between staff members and students. Students are expected to have knowledge of the Microsoft Office suite as well as Google Scholar and the Macquarie University Library and associated databases.
Delivery Format and Other Details	• This unit is delivered as a block mode over the winter vacation. • It is comprised of **5 workshops** and each will begin at **9 am and conclude at 5 pm with suitable breaks**. Classes may vary due to public holiday(s). There are also **two x 2 hour tutorials in Weeks 8 and 9 in S1 respectively**. • The timetable for classes can be found on the timetable website: http://timetables.mq.edu.au
Recommended readings	Recommended readings are provided via Leganto on the iLearn Unit page
Inherent Requirements	None

Unit Schedule

Please see iLearn.

Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://policie s.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/su

pport/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
- 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.

Changes since First Published

Date	Description
14/01/2021	Reordered ULOs