GMBA8034
Manage the Risks
Coursera term 1, Online-scheduled-weekday 2022
Department of Accounting and Corporate Governance

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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
Allyson Cox
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

Late submissions of assessments Unless a Special Consideration request has been submitted and approved, no extensions will be granted. There will be a deduction of 10% of the total available assessment-task marks made from the total awarded mark for each 24-hour period or part thereof that the submission is late. Late submissions will only be accepted up to 96 hours after the due date and time.

No late submissions will be accepted for timed assessments – e.g., quizzes, online tests.

<table>
<thead>
<tr>
<th>Submission time after the due date (including weekends)</th>
<th>Penalty (% of available assessment task mark)</th>
<th>Example: for a non-timed assessment task marked out of 30</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt; 24 hours</td>
<td>10%</td>
<td>10% x 30 marks = 3 mark deduction</td>
</tr>
<tr>
<td>24-48 hours</td>
<td>20%</td>
<td>20% x 30 marks = 6 mark deduction</td>
</tr>
<tr>
<td>48-72 hours</td>
<td>30%</td>
<td>30% x 30 marks = 9 mark deduction</td>
</tr>
<tr>
<td>72-96 hours</td>
<td>40%</td>
<td>40% x 30 marks = 12 mark deduction</td>
</tr>
<tr>
<td>&gt; 96 hours</td>
<td>100%</td>
<td>Assignment won't be accepted</td>
</tr>
</tbody>
</table>

Special Consideration

To request an extension on the due date/time for a timed or non-timed assessment task, you must submit a Special Consideration application. An application for Special Consideration does not guarantee approval.

The approved extension date for a student becomes the new due date for that student. The late submission penalties above then apply as of the new due date.

Submission

You will submit your assessment tasks via your online unit on Coursera.

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

lastname-firstname-GMBExxx-A1.*

classname-firstname-GMBExxx-A2.*

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

team-number-GMBExxx-A1.*
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.

PDF file format is advised.

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Risk Presentation</td>
<td>35%</td>
<td>No</td>
<td>26 January 2022 (Week 3)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>11:59pm AEDT</td>
</tr>
<tr>
<td>Name</td>
<td>Weighting</td>
<td>Hurdle</td>
<td>Due</td>
</tr>
<tr>
<td>-----------------------------------------------------------</td>
<td>-----------</td>
<td>--------</td>
<td>------------------------------------------</td>
</tr>
<tr>
<td>Improving risk governance</td>
<td>50%</td>
<td>No</td>
<td>16 February 2022 (Week 6) 11:59pm AEDT</td>
</tr>
<tr>
<td>Discussion Forum Contribution: Debate and Dialogue</td>
<td>15%</td>
<td>No</td>
<td>Weekly</td>
</tr>
</tbody>
</table>

**Risk Presentation**

Assessment Type 1: Presentation  
Indicative Time on Task 2: 8 hours  
Due: 26 January 2022 (Week 3) 11:59pm AEDT  
Weighting: 35%

Length: 3 - 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 1: Project  
Indicative Time on Task 2: 14 hours  
Due: 16 February 2022 (Week 6) 11:59pm AEDT  
Weighting: 50%

Length: 1,200 words (excl. references) + 2 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 1,200 words), and influence others in an organisation for better risk governance (video presentation of 2 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
Discussion Forum Contribution: Debate and Dialogue

Assessment Type \(^1\): Debate
Indicative Time on Task \(^2\): 2 hours
Due: Weekly
Weighting: 15%

Risk governance professional engagement. 750 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.

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

\(^1\) 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

Required text

You will need a copy of this book to successfully complete the unit. If you're in the Sydney area, there are copies available in the university library (North Ryde campus only).

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**

**Live Events**

Please refer to the timetable information in eStudent or the GMBA website for Live Event session timings. **Please note:** The teaching schedule is subject to change. Please refer to your Coursera unit for a detailed Live Event schedule.

Live Events will take place via Zoom 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.

You will need to use your Macquarie University student Zoom account to access the Live Events.

Attending the Live Event each week is an opportunity to engage with the unit content, your Unit Convenor, and classmates. 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.

<table>
<thead>
<tr>
<th>Week</th>
<th>Live Events</th>
<th>Assessments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Webinar: Tuesday 11 January 2022 - 12-1pm (AEDT)</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Webinar: Tuesday 18 January 2022 - 12-1pm (AEDT)</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Webinar: Tuesday 25 January 2022 - 12-1pm (AEDT)</td>
<td>A1 due: 26 January 2022, 11:59pm (AEDT)</td>
</tr>
<tr>
<td>4</td>
<td>Webinar: Tuesday 1 February 2022 - 12-1pm (AEDT)</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Webinar: Tuesday 8 February 2022 - 12-1pm (AEDT)</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Webinar: Tuesday 15 February 2022 - 12-1pm (AEDT)</td>
<td>A2 due: 16 February 2022, 11:59pm (AEDT)</td>
</tr>
</tbody>
</table>

**Policies and Procedures**

Macquarie University policies and procedures are accessible from Policy Central (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/su...
Student Support

Macquarie University provides a range of support services for students. For details, visit [http://students.mq.edu.au/support/](http://students.mq.edu.au/support/)

The Writing Centre

The Writing Centre provides resources to develop your English language proficiency, academic writing, and communication skills.

- Getting help with your assignment
- Workshops
- Chat with a WriteWISE peer writing leader
- Access StudyWISE
- Upload an assignment to Studiosity
- Complete the 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](mailto: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

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蓂upport/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](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](mailto:ask.mq.edu.au) or if you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)
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](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/). The policy applies to all who connect to the MQ network including students.