



MGMT6051

Work, Organisation and Management

Session 2, Online-scheduled-weekday 2022

Department of Management

Contents

<u>General Information</u>	2
<u>Learning Outcomes</u>	2
<u>General Assessment Information</u>	3
<u>Assessment Tasks</u>	3
<u>Delivery and Resources</u>	5
<u>Unit Schedule</u>	5
<u>Policies and Procedures</u>	5

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.

General Information

Unit convenor and teaching staff

Unit Convenor

Grant Michelson

grant.michelson@mq.edu.au

Credit points

10

Prerequisites

Admission to MAppEcon or MCom or MBioBus or MLabAQMgt or MMgmt

Corequisites

Co-badged status

Unit description

This unit provides a graduate-level introduction to theories, concepts, processes and debates in the field of work. Workplaces, the types of work undertaken within them, and how this work is organised, are changing. To be effective, leaders and managers need the knowledge and skills to implement best practices regarding the management of people and work. Students will critically explore a range of topics, including: the changing nature of work and organisations, the development of modern work practices, theoretical foundations for understanding behaviour in the workplace, current trends in management methods, key management roles and functions, technological change, motivation and learning in the workplace, and decision making and ethics in organisations.

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: Identify key workplace issues and use theory to explain and evaluate their impact.

ULO2: Critically assess different perspectives on, and approaches to, work and management and assess their implications for organisational outcomes.

ULO3: Utilise research and critical analysis skills to critique current debates across a range of workplace issues.

ULO4: Demonstrate effective written communication.

General Assessment Information

Late Assessment Submission Penalty (written assessments)

Unless a [Special Consideration](#) request has been submitted and approved, a 5% penalty (of the total possible mark) will be applied each day a written assessment is not submitted, up until the 7th day (including weekends). After the 7th day, a grade of '0' will be awarded even if the assessment is submitted. Submission time for all written assessments is set at 11.55pm. A 1-hour grace period is provided to students who experience a technical concern.

For any late submissions of time-sensitive tasks, such as scheduled tests/exams, performance assessments/presentations, and/or scheduled practical assessments/labs, students need to submit an application for [Special Consideration](#).

Assessment Tasks

Name	Weighting	Hurdle	Due
Case Study Report	30%	No	Week 6
Essay	30%	No	Week 10
Online Final Exam	40%	No	University Examination Period

Case Study Report

Assessment Type ¹: Case study/analysis

Indicative Time on Task ²: 15 hours

Due: **Week 6**

Weighting: **30%**

This assessment is worth 30% in total. It is a 2000 word individual case study analysis.

On successful completion you will be able to:

- Identify key workplace issues and use theory to explain and evaluate their impact.
- Utilise research and critical analysis skills to critique current debates across a range of workplace issues.
- Demonstrate effective written communication.

Essay

Assessment Type ¹: Essay

Indicative Time on Task ²: 20 hours

Due: **Week 10**

Weighting: **30%**

This assessment is worth 30% in total. It is a 2000 word individual essay.

On successful completion you will be able to:

- Critically assess different perspectives on, and approaches to, work and management and assess their implications for organisational outcomes.
- Utilise research and critical analysis skills to critique current debates across a range of workplace issues.
- Demonstrate effective written communication.

Online Final Exam

Assessment Type ¹: Examination

Indicative Time on Task ²: 20 hours

Due: **University Examination Period**

Weighting: **40%**

This assessment is worth 40% in total. It is a two-hour examination, held during the University Examination Period.

On successful completion you will be able to:

- Critically assess different perspectives on, and approaches to, work and management and assess their implications for organisational outcomes.
- Demonstrate effective written communication.

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	Bratton, J. (2021). <i>Work and Organizational Behaviour</i> , 4th edition, Red Globe Press, United Kingdom (ISBN (E-Book): 9781352010985) Students have the option of purchasing a hard copy or e-copy of the text.
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://ilearn.mq.edu.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.
Delivery Format and Other Details	The timetable for classes can be found on the University web site at: http://www.timetables.mq.edu.au/
Recommended readings	Recommended readings are provided via the links 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 \(https://policies.mq.edu.au\)](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](#)
- [Assessment Procedure](#)
- [Complaints Resolution 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 or if you are a Global MBA student contact globalmba.support@mq.edu.au

Academic Integrity

At Macquarie, we believe [academic integrity](#) – honesty, respect, trust, responsibility, fairness and courage – is at the core of learning, teaching and research. We recognise that meeting the expectations required to complete your assessments can be challenging. So, we offer you a range of resources and services to help you reach your potential, including free [online writing and maths support](#), [academic skills development](#) and [wellbeing consultations](#).

Student Support

Macquarie University provides a range of support services for students. For details, visit <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.

- [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 Services and Support

Macquarie University offers a range of [Student Support Services](#) including:

- [IT Support](#)
- [Accessibility and disability support](#) with study

- Mental health [support](#)
- [Safety support](#) to respond to bullying, harassment, sexual harassment and sexual assault
- [Social support including information about finances, tenancy and legal issues](#)

Student Enquiries

Got a question? Ask us via [AskMQ](#), or contact [Service Connect](#).

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.