



MGMT3060

PACE: Business Project

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>	6
<u>Changes since First Published</u>	7

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

Deborah Howlett

deborah.howlett@mq.edu.au

4ER Room 620

Available via appointment or Zoom

Credit points

10

Prerequisites

(Admission to BBA or BBABA or BBABA-Psych or BBABCom-ProfAccg or BBABPsych(Hons) or BALLB) and 140cp at 1000 level or above including ((BUS201 or MGMT1005) and (BBA350 or MGMT3050) and (10cp in LAWS units at 2000 level or BUSL250 or BUSL251 or ACCG2051))

Corequisites

Co-badged status

Unit description

This course-wide Capstone unit is designed to be taken by students in their final session of study within the Bachelor of Business Administration. The unit provides a platform for students to exercise the discipline specific knowledge and skills that they have acquired within the course. The major component of the unit is a business-based team project, where students will actively engage with an organisation including but not limited to: not-for profit organisations, government agencies, companies, and industry partners. Group work engages students in the challenges of interpersonal communication, task allocation, coordination and control. Students will gain an insight into organisations and the challenges set (e.g., mergers and acquisitions, business diversification) and be able to contextualise their graduate capabilities into the final business project.

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 contemporary issues for businesses and recommend strategic solutions

ULO2: Assess and communicate corporate strategic issues in a contemporary setting.

ULO3: Undertake, produce and deliver a comprehensive strategic review of an organisation and its strategic issues in collaboration with others as a member of a student group.

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
<u>Individual Presentation</u>	30%	No	Week 5-8
<u>Group Presentation</u>	20%	No	Week 11
<u>Reflection</u>	20%	No	Week 13
<u>Group Report</u>	30%	No	Week 13

Individual Presentation

Assessment Type ¹: Presentation

Indicative Time on Task ²: 15 hours

Due: **Week 5-8**

Weighting: **30%**

The initial presentation will be of 6.5 – 7 minutes and will occur before the submission of the report. It will be marked individually and is worth 30%.

On successful completion you will be able to:

- Assess and communicate corporate strategic issues in a contemporary setting.

Group Presentation

Assessment Type ¹: Presentation

Indicative Time on Task ²: 15 hours

Due: **Week 11**

Weighting: **20%**

The second presentation will require each student to synthesise their report as part of a group. The presentation will be no longer than 20 minutes per group. The presentation is worth 20% with artefacts.

On successful completion you will be able to:

- Assess and communicate corporate strategic issues in a contemporary setting.
- Undertake, produce and deliver a comprehensive strategic review of an organisation and its strategic issues in collaboration with others as a member of a student group.

Reflection

Assessment Type ¹: Reflective Writing

Indicative Time on Task ²: 8 hours

Due: **Week 13**

Weighting: **20%**

Students will reflect on target knowledge learnt throughout their business degree and their own unique experiences within the Group Project in one reflection to be submitted online.

On successful completion you will be able to:

- Analyse contemporary issues for businesses and recommend strategic solutions
- Undertake, produce and deliver a comprehensive strategic review of an organisation and its strategic issues in collaboration with others as a member of a student group.

Group Report

Assessment Type ¹: Report

Indicative Time on Task ²: 25 hours

Due: **Week 13**

Weighting: **30%**

Each group is required to contribute to a 5000 word group report. It is worth 30% and is marked as a group. As part of the report, there is a peer assessment component.

On successful completion you will be able to:

- Assess and communicate corporate strategic issues in a contemporary setting.
- Undertake, produce and deliver a comprehensive strategic review of an organisation and its strategic issues in collaboration with others as a member of a student group.

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	None. Readings will be available on iLearn
Unit Web Page	The web page for this unit can be found at: https://ilearn.mq.edu.au/login/
Technology Used and Required	<p>Students are required to have access to a personal computer with audio and video functions. Access to reliable internet services and sufficient network bandwidth to participate in Zoom tutorials as required. Engagement and participation is expected in F2F tutorials as well.</p> <p>Students are required to have access to a personal computer and familiarise themselves with iLearn (https://ilearn.mq.edu.au/login/).</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>
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.

Changes since First Published

Date	Description
08/07/2022	Change of week due to a Public Holiday