



# ARTX3500

## Arts Capstone

Session 2, Online-flexible 2023

*Arts Faculty level units*

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#### **Disclaimer**

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## General Information

Unit convenor and teaching staff

James Mackenzie

[james.mackenzie@mq.edu.au](mailto:james.mackenzie@mq.edu.au)

Consultation by appointment

Credit points

10

Prerequisites

170cp at 1000 level or above

Corequisites

Co-badged status

Unit description

This unit aims to facilitate a successful transition from university life to the next stage of your career, profession or future research. Through participation in a series of interdisciplinary simulated scenarios and real world challenges, students will further develop and practice different types of transferable skills and apply major discipline concepts in an interdisciplinary context. There will be focus on the skills of leadership, mentoring, design thinking and entrepreneurship.

## 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:** Reflect on and integrate their learning experiences and skills development through the completion of an integrative portfolio.

**ULO2:** Evaluate personal achievements and capabilities for a range of careers or future study.

**ULO3:** Use creative ways to showcase how the Bachelor of Arts has prepared you for a range of employment opportunities and further study or research.

**ULO4:** Demonstrate the ability to mentor others and evaluate and articulate the principles of leadership in their disciplinary context

## General Assessment Information

This unit is worth 10 credit points which equates to 150 hours of work; therefore, you should expect to commit an average of 12 hours of your time per week to this unit including all scheduled and unscheduled activities as well as preparing and executing the assessment tasks.

ARTS/ARTX3500 is a **Pass/Fail unit**, which means that all students will receive either "S" for satisfactory or "F" for fail as their final result. However, marks will be awarded for each assignment. If students score 50% or higher overall they will be awarded an "S" for the unit.

**This unit requires extensive collaboration and teamwork.** The Mentoring assessment will require you to mentor students from ARTS/ARTX1000. The Digital Presentation will require you to prepare a pitch as a group. Please be prepared to communicate regularly with your mentees and group members once the census date has passed and the allocations are made.

Full details about the assessments will be provided on the unit iLearn site and in class.

### Late submission penalty

The University's late submission policy is as follows: *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 mark of '0' (zero) 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 issue.*

*This late penalty will apply to written reports and recordings only. **Late submission of time sensitive tasks** (such as tests/exams, performance assessments/presentations, scheduled practical assessments/labs) **will be addressed by the unit convenor in a Special consideration application.** Special consideration outcome may result in a new question or topic.*

As per the policy, assignments submitted more than 7 days after the deadline without approved Special Consideration will not be accepted. Students who submit assignments up to 7 days after the deadline without approved Special Consideration will receive a late penalty.

## Assessment Tasks

Name	Weighting	Hurdle	Due
<a href="#"><u>Disciplinary Leadership</u></a>	35%	No	Monday Week 6, 28/08/23
<a href="#"><u>Mentoring Reflection</u></a>	15%	No	Monday Week 10, 09/10/23
<a href="#"><u>Digital Presentation</u></a>	30%	No	Monday Week 12, 23/10/23
<a href="#"><u>Disciplinary Commentary</u></a>	20%	No	Monday Week 13, 30/10/23

## Disciplinary Leadership

Assessment Type <sup>1</sup>: Case study/analysis

Indicative Time on Task <sup>2</sup>: 40 hours

Due: **Monday Week 6, 28/08/23**

Weighting: **35%**

Write a case study on a significant leader in your disciplinary field

On successful completion you will be able to:

- Reflect on and integrate their learning experiences and skills development through the completion of an integrative portfolio.
- Evaluate personal achievements and capabilities for a range of careers or future study.
- Demonstrate the ability to mentor others and evaluate and articulate the principles of leadership in their disciplinary context

## Mentoring Reflection

Assessment Type <sup>1</sup>: Reflective Writing

Indicative Time on Task <sup>2</sup>: 20 hours

Due: **Monday Week 10, 09/10/23**

Weighting: **15%**

A reflection on your experience mentoring in ARTS3500

On successful completion you will be able to:

- Evaluate personal achievements and capabilities for a range of careers or future study.
- Demonstrate the ability to mentor others and evaluate and articulate the principles of leadership in their disciplinary context

## Digital Presentation

Assessment Type <sup>1</sup>: Presentation

Indicative Time on Task <sup>2</sup>: 30 hours

Due: **Monday Week 12, 23/10/23**

Weighting: **30%**

As a group working in individual disciplinary contexts, create a solution to a given scenario and present this as a recorded presentation in a pitch format.

On successful completion you will be able to:

- Reflect on and integrate their learning experiences and skills development through the completion of an integrative portfolio.
- Evaluate personal achievements and capabilities for a range of careers or future study.
- Use creative ways to showcase how the Bachelor of Arts has prepared you for a range of employment opportunities and further study or research.

## Disciplinary Commentary

Assessment Type <sup>1</sup>: Report

Indicative Time on Task <sup>2</sup>: 15 hours

Due: **Monday Week 13, 30/10/23**

Weighting: **20%**

Using research from your disciplinary major, write a report on how your discipline has contributed to the solution in assessment 1

On successful completion you will be able to:

- Reflect on and integrate their learning experiences and skills development through the completion of an integrative portfolio.
- Evaluate personal achievements and capabilities for a range of careers or future study.

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<sup>1</sup> 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.

<sup>2</sup> 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

A 1.5 hour lecture will be delivered on campus Wednesdays from 8:30am-10:00am weeks 1-7. This lecture will be live-streamed simultaneously via Echo360 (follow the Echo link on the unit iLearn site). A recording of the lecture will also be made available for later viewing.

'Online flexible' (External and OUA) students will be given access to relevant materials, and will be able to interact with staff and peers via asynchronous online activities each week. There are no scheduled tutorials for online flexible students.

## Unit Schedule

Please note that the schedule may be subject to change during the semester.

Week	Lecture	Tutorial	Assessment Tasks
1	Unit Introduction	Unit introduction	
2	Mentoring and Leadership	Skills: Mentoring and Leadership	
3	Design Thinking	Skills: Design Thinking	
4	Entrepreneurship	Skills: Entrepreneurship	
5	Project Management and Planning	Skills: Project Management and Planning	
6	Liveability	Liveability; Skills: Reflective Thinking	<b>Leadership Case Study Analysis due 23:55pm on 28/08/23</b>
7	Liveability and Disciplinary Perspectives: Indigenous Studies and Sociology	Disciplinary Perspectives: Indigenous Studies and Sociology; Skills: Engage Skills	
8		Disciplinary Perspectives: Criminology; Skills: Communicate	
9		Disciplinary Perspectives: Geography and Planning	
10		Disciplinary Perspectives: Creative Writing; Next Stage Resources	<b>Mentoring Activity Reflection due 23:55pm on 09/10/2023</b>
11		Disciplinary Perspectives: Modern History; Next Stage Resources	
12		Next Stage Resources: Post-BA Planning	<b>Group Presentation / Pitch due 23:55pm on 23/10/2023</b>
13		Pitch week	<b>Disciplinary Commentary due 23:55pm on 30/10/2023</b>

## 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](http://ask.mq.edu.au) or if you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto: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 Advocacy](#) provides independent advice on MQ policies, procedures, and processes

## 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/](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.