GMBA8001
Know Your People
Coursera term 5, Online-scheduled-weekday 2023
Department of Management

Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Information</td>
<td>2</td>
</tr>
<tr>
<td>Learning Outcomes</td>
<td>2</td>
</tr>
<tr>
<td>General Assessment Information</td>
<td>3</td>
</tr>
<tr>
<td>Assessment Tasks</td>
<td>3</td>
</tr>
<tr>
<td>Delivery and Resources</td>
<td>5</td>
</tr>
<tr>
<td>Unit Schedule</td>
<td>5</td>
</tr>
<tr>
<td>Policies and Procedures</td>
<td>5</td>
</tr>
</tbody>
</table>

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
Convenor/Lecturer
Tess Howes
tess.howes@mq.edu.au
E4A609
Email to confirm availability

Credit points
5

Prerequisites
Admission to GMBA or GradCertGlobalBusPrac

Corequisites

Co-badged status

Unit description
Organisations are facing increased challenges brought about by a globalised and competitive business environment. Organisations have changed from being hierarchical and silo-ed towards being flatter and team-driven. Now, more than ever, the manner by which people are managed and led has become crucial for organisational success. This unit considers a range of concepts, theories, and methodologies to navigate and optimise workplace relationships in this new organisational context. Students learn how to motivate and manage people in their organisation, focusing on strategy, employee experience and performance management. Through structured learning activities, students examine the available evidence concerning the approaches and contingencies that enhance employee, team and organisational outcomes through the lenses of talent, diversity and culture, as well as human resource management, and advance strategies to enact positive outcomes in simulated and real-life scenarios. Particular focus is placed on the changes associated with the future of work and their implications for managing people in complex and dynamic environments.

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: Select and apply a range of theories and methodologies to enhance employee
experience, motivation and performance

**ULO2:** Develop and analyse strategies for managing individuals and teams to best position organisations in their response to strategic opportunities and threats

**ULO3:** Evaluate and manage individual differences, diversity and inclusion in order to advance organisational sustainability and success

### General Assessment Information

#### Late submissions of 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 (Sydney time). 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.

#### 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.

#### Word limits

Anything beyond a stated assessment word limit (other than your reference list) may not be marked. Seek any further clarification from the unit convenor.

### Assessment Tasks

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essay - individual</td>
<td>40%</td>
<td>No</td>
<td>Week 3</td>
</tr>
<tr>
<td>Case Study - Individual</td>
<td>60%</td>
<td>No</td>
<td>Week 6</td>
</tr>
</tbody>
</table>

**Essay - individual**

Assessment Type 1: Essay  
Indicative Time on Task 2: 9 hours  
Due: Week 3  
Weighting: 40%

Task: In this assignment, you will investigate a current issue in the workplace based on an
assigned focus reading and analyse the issue in relation to the concepts, models, and theories discussed in the course. For detailed assessment information and the marking criteria, please refer to the section Course Resources - Assessment Information in your online unit. You will submit your completed task via the Assignment submission link in your online unit.

Length: max. 1000 words (excl. references)

On successful completion you will be able to:
- Select and apply a range of theories and methodologies to enhance employee experience, motivation and performance
- Develop and analyse strategies for managing individuals and teams to best position organisations in their response to strategic opportunities and threats
- Evaluate and manage individual differences, diversity and inclusion in order to advance organisational sustainability and success

Case Study - Individual
Assessment Type 1: Case study/analysis
Indicative Time on Task 2: 15 hours
Due: Week 6
Weighting: 60%

Task: In this assignment you will create, analyse, and develop solutions for a case study based on your current or past experience that centres on a problem related to teams or teamwork. For detailed assessment information and the marking criteria, please refer to the section Course Resources - Assessment Information in your online unit. You will submit your completed task via the Assignment submission link in your online unit.

Length: 1,800 - 2000 words (excl. references)

On successful completion you will be able to:
- Select and apply a range of theories and methodologies to enhance employee experience, motivation and performance
- Develop and analyse strategies for managing individuals and teams to best position organisations in their response to strategic opportunities and threats
- Evaluate and manage individual differences, diversity and inclusion in order to advance organisational sustainability and success
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.

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

For details please refer to your online unit in the Coursera platform.

Unit Schedule

For details please refer to your online unit in the Coursera platform.

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
- 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). 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

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/.

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.