



# MGMT301

## Applied Leadership Project

S2 Evening 2018

*Archive (Pre-2019) - Dept of Marketing and Management*

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#### **Disclaimer**

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## General Information

### Unit convenor and teaching staff

Lecturer

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Credit points

3

Prerequisites

Admission to BBusLeadCom and MGMT303 and MGMT306

Corequisites

Co-badged status

Unit description

By working on a business-based group project, this capstone unit is designed to provide students with the opportunity to extend, but most importantly to apply, the knowledge and skills that they have gained throughout their Bachelor of Business Leadership and Commerce degree. The aim of the project is to provide a solution to a problem set by an industry partner, such as a not-for-profit organisation, government agency or for-profit organisation, and to present the solution to an organisation representative at the end of the session. It is expected that students will liaise with the industry partner throughout the session to ensure they are working effectively towards the end goal. Students will gain an insight into organisations and be able to contextualise their graduate capabilities in the final business project. Students will be assessed on a reflective journal, and on both the written and oral components of their reports.

## 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:

Assess the nature of project management issues and the environment in which they are generated and recommend strategic solutions.

Analyse issues related to project management and leadership theory

Apply the nature of consultancy management in the realm of leadership issues

Identify the importance of leadership in an organisational setting.

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

## General Assessment Information

1. Attendance will be taken in the seminars.
2. Group work is a major component of this unit. Failure to work in a group is at the detriment of the student. No student can undertake the Group Report assessment task as an individual.
3. All students have to complete a Peer Assessment on the contribution of group members in the group organisational project.
4. The Unit Convenor has the final say in the adjustment of group-work marks taking into account peer assessment ratings.

## Assessment Tasks

Name	Weighting	Hurdle	Due
<a href="#"><u>Reflective exercise</u></a>	20%	No	Week 13
<a href="#"><u>Individual Presentation</u></a>	20%	No	Weeks 5-9
<a href="#"><u>Group project</u></a>	60%	No	Various dates

### Reflective exercise

Due: **Week 13**

Weighting: **20%**

**A reflective exercise will be conducted in class in the seminar of Week 13 .**

Students will be required to provide a 500 word reflection regarding their experience applying theories/ concepts to the organisation they were assigned to for the duration of the semester.

Marking criteria will be made available on iLearn after the mid-session break. The exact question

will be provided in class in Week 13.

**Submission:**

The exercise will be conducted in class. Students are to bring their laptops/ tablets to class and submit on Turnitin. Students without access to a laptop or tablet are expected to contact the lecturer ahead of the task so that alternative arrangements can be made.

**Late Submission:**

No extension will be granted. Students who have not submitted the task, will be awarded a mark of 0 for the assessment task, except for cases in which an application for Special Consideration is made and approved.

On successful completion you will be able to:

- Analyse issues related to project management and leadership theory
- Identify the importance of leadership in an organisational setting.

## Individual Presentation

Due: **Weeks 5-9**

Weighting: **20%**

Each student will present an analysis in respect to the organisation they have been assigned to. Each student's presentation will be on a separate topic from their team mates. Presentations are to be 8-10 min long. Presentation topics per week will be made available on iLearn. This presentation will be followed by class and lecturer led questions.

Students are expected to use PowerPoint or Prezi for their presentation, but are expected to present **WITHOUT** notes. Students are expected to provide a hard copy of their presentation slides to the lecturer at the beginning of the class in addition to one double sided A4 paper summarising the most important points. Students are also expected to submit the presentation slides and the notes on the relevant folder on iLearn. Please ensure that quotes, authors and statistics are cited appropriately.

Students will be evaluated on the content (15%) of the presentation and its delivery (5%). Details and marking criteria will be made available on iLearn.

**Submission:**

**In tutorials in weeks 5, 6, 7, 8 and 9**

**Late Submission:**

No extension will be granted. Students who have not submitted the task, will be awarded a mark of 0 for the assessment task, except for cases in which an application for Special Consideration is made and approved.

On successful completion you will be able to:

- Assess the nature of project management issues and the environment in which they are

generated and recommend strategic solutions.

- Identify the importance of leadership in an organisational setting.

## Group project

Due: **Various dates**

Weighting: **60%**

This assessment task comprises a number of parts:

**1. Group Written Report Value (30% - marked on a group basis):** Each group (approx 3-5 students) is required to prepare an organisational report outlining a forensic corporate analysis of the leadership issue/challenge of the company they have been assigned to research. The report is expected to be 5,000 words excluding bibliography. Details and marking criteria will be uploaded on iLearn after the mid-session break.

### **Late Submission:**

No extensions will be granted. There will be a deduction of 10% of the total available mark made from the total awarded mark for each 24 hour period or part thereof that the submission is late ( for example, 25 hours late in submission - 20% penalty). Late tasks will be accepted up to 120 hours after the submission deadline. This penalty does not apply for cases in which an application for Special Consideration is made and approved. No submission will be accepted after grades have been posted.

**2. Oral Presentation of Group Report (20% - marked on individual contribution):** Each group will present their organisational strategic analysis of the partner organisation they have engaged with over the semester. **The presentation will take place on the industry partner's premises unless otherwise arranged.** Presentations are to be 30 min long. At the end of each group's presentation, all group members will be asked questions by the lecturer and the industry partner/ other invited guests. Each individual group member will be given a topic to present on (agreed to by both lecturer and group). Presentations will take place between weeks 10-12 depending on industry partner availability.

Students are expected to use PowerPoint or Prezi for their presentation, but are expected to present **WITHOUT** notes. Students are expected to provide a hard copy of their presentation slides to the lecturer and the industry partner/ other guests. Students are also expected to submit the presentation slides and the notes on the relevant folder on iLearn. Please ensure that quotes, authors and statistics are cited appropriately.

Students will be marked individually during the presentation (20%). Students will be evaluated on content and delivery of the presentation. Details and marking criteria will be uploaded on iLearn after the mid-session break.

### **Late Submission:**

No extension will be granted. Students who have not submitted the task, will be awarded a mark of 0 for the assessment task, except for cases in which an application for Special Consideration is made and approved.

**3. Individual Participation within Group Project (Peer assessed - 10%): Each student will undertake a Peer Assessment of themselves and their group members** against 10 criteria as outlined in Week 1 and available on iLearn. This assessment will take place in Week 13 and the relevant forms will be available on iLearn from week 12 with relevant instructions. This mark highlights the need for students to positively contribute to the Group Project from Week 1 onwards.

#### **Submission:**

Group Report - Hard copy submitted in the beginning of seminar in Week 13 with assessment marking rubric, Assignment Responsibilities sheet and Turnitin originality report attached to each report. A soft copy submitted via Turnitin in Week 13.

Oral Report Presentation - Presented offsite to lecturer and industry partner and other invited guests between weeks 10 and 12

Peer Assessment - Presented to Lecturer in Week 13, as per iLearn instructions.

On successful completion you will be able to:

- Assess the nature of project management issues and the environment in which they are generated and recommend strategic solutions.
- Analyse issues related to project management and leadership theory
- Apply the nature of consultancy management in the realm of leadership issues
- Identify the importance of leadership in an organisational setting.
- Undertake, produce and deliver a comprehensive strategic review of an organisation and its strategic leadership issues in collaboration with others as a member of a student group .

## **Delivery and Resources**

### **Classes**

This unit will be run as follows :

- Weeks 1-6: 2 hour lectures and 1 hour tutorials
- Weeks 5-9: Individual presentations and consultation time
- Weeks 10-12: Group presentations on industry partner premises.
- Week 13: Reflective exercise and wrap up

### **General information**

1. Students require a grade of 50% to pass this unit
2. Staff will respond to emails within 48 hours. Staff will not answer emails over the weekend, except for urgent and/or exceptional circumstances.

3. Mobile phones are to be set on silent during classes. Texting or other mobile phone activity during class is distracting to the student concerned, the lecturer and the other students and is strictly forbidden. Students violating this requirement will be asked to leave the class.
4. The timetable for classes can be found on the University web site at:  
<http://www.timetables.mq.edu.au/>
5. Photography as well as audio and video recording by students is not permitted - **recording anything regarding an industry partner will be considered academic misconduct and punished accordingly, as MGMT 301 is bound by Non Disclosure Agreements.**

## Required and Recommended Texts and/or Materials

### Prescribed Text

There is no prescribed text. Students are required to read the weekly readings available on iLearn.

**TECHNOLOGY USED AND REQUIRED:** Students are expected to familiarise themselves with iLearn (<https://ilearn.mq.edu.au/login/index.php>). iLearn will be used to post lecture slides, assessment details, student grades and as a means of communication between staff and students. If you have difficulties logging onto iLearn, please contact the university's technical support staff. **Do not contact the lecturer as they will not be able to help you with technical queries.**

Students are expected to check their university email account and contact the teaching staff through it. Gmail, hotmail and other personal email accounts are often blocked through the university's spam filter; communicating through those risks that your query will not be answered.

## Unit Schedule

Please see iLearn for details

## Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central \(https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central\)](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central). 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](#) (**Note:** *The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.*)

Undergraduate students seeking more policy resources can visit the [Student Policy Gateway](https://students.mq.edu.au/support/study/student-policy-gateway) (<https://students.mq.edu.au/support/study/student-policy-gateway>). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit [Policy Central](http://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central) (<http://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central>).

## Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: <https://students.mq.edu.au/study/getting-started/student-conduct>

## Results

Results shown in *iLearn*, 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).

## Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

## Learning Skills

Learning Skills ([mq.edu.au/learningskills](http://mq.edu.au/learningskills)) provides academic writing resources and study strategies to improve your marks and take control of your study.

- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module for Students](#)
- [Ask a Learning Adviser](#)

## Student Services and Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

## Student Enquiries

For all student enquiries, visit Student Connect at [ask.mq.edu.au](http://ask.mq.edu.au)



## 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.

## Graduate Capabilities

### Discipline Specific Knowledge and Skills

Our graduates will take with them the intellectual development, depth and breadth of knowledge, scholarly understanding, and specific subject content in their chosen fields to make them competent and confident in their subject or profession. They will be able to demonstrate, where relevant, professional technical competence and meet professional standards. They will be able to articulate the structure of knowledge of their discipline, be able to adapt discipline-specific knowledge to novel situations, and be able to contribute from their discipline to inter-disciplinary solutions to problems.

This graduate capability is supported by:

### Learning outcomes

- Assess the nature of project management issues and the environment in which they are generated and recommend strategic solutions.
- Analyse issues related to project management and leadership theory
- Apply the nature of consultancy management in the realm of leadership issues
- Identify the importance of leadership in an organisational setting.
- Undertake, produce and deliver a comprehensive strategic review of an organisation and its strategic leadership issues in collaboration with others as a member of a student group .

### Assessment tasks

- Reflective exercise
- Individual Presentation
- Group project

### Critical, Analytical and Integrative Thinking

We want our graduates to be capable of reasoning, questioning and analysing, and to integrate and synthesise learning and knowledge from a range of sources and environments; to be able to critique constraints, assumptions and limitations; to be able to think independently and systemically in relation to scholarly activity, in the workplace, and in the world. We want them to have a level of scientific and information technology literacy.

This graduate capability is supported by:

## **Learning outcomes**

- Assess the nature of project management issues and the environment in which they are generated and recommend strategic solutions.
- Analyse issues related to project management and leadership theory
- Apply the nature of consultancy management in the realm of leadership issues
- Identify the importance of leadership in an organisational setting.
- Undertake, produce and deliver a comprehensive strategic review of an organisation and its strategic leadership issues in collaboration with others as a member of a student group .

## **Assessment tasks**

- Reflective exercise
- Individual Presentation
- Group project

## **Problem Solving and Research Capability**

Our graduates should be capable of researching; of analysing, and interpreting and assessing data and information in various forms; of drawing connections across fields of knowledge; and they should be able to relate their knowledge to complex situations at work or in the world, in order to diagnose and solve problems. We want them to have the confidence to take the initiative in doing so, within an awareness of their own limitations.

This graduate capability is supported by:

## **Learning outcomes**

- Assess the nature of project management issues and the environment in which they are generated and recommend strategic solutions.
- Undertake, produce and deliver a comprehensive strategic review of an organisation and its strategic leadership issues in collaboration with others as a member of a student group .

## **Assessment tasks**

- Individual Presentation
- Group project

## **Effective Communication**

We want to develop in our students the ability to communicate and convey their views in forms effective with different audiences. We want our graduates to take with them the capability to read, listen, question, gather and evaluate information resources in a variety of formats, assess,

write clearly, speak effectively, and to use visual communication and communication technologies as appropriate.

This graduate capability is supported by:

## **Learning outcomes**

- Assess the nature of project management issues and the environment in which they are generated and recommend strategic solutions.
- Analyse issues related to project management and leadership theory
- Identify the importance of leadership in an organisational setting.
- Undertake, produce and deliver a comprehensive strategic review of an organisation and its strategic leadership issues in collaboration with others as a member of a student group .

## **Assessment tasks**

- Reflective exercise
- Individual Presentation
- Group project

## **Engaged and Ethical Local and Global citizens**

As local citizens our graduates will be aware of indigenous perspectives and of the nation's historical context. They will be engaged with the challenges of contemporary society and with knowledge and ideas. We want our graduates to have respect for diversity, to be open-minded, sensitive to others and inclusive, and to be open to other cultures and perspectives: they should have a level of cultural literacy. Our graduates should be aware of disadvantage and social justice, and be willing to participate to help create a wiser and better society.

This graduate capability is supported by:

## **Learning outcomes**

- Assess the nature of project management issues and the environment in which they are generated and recommend strategic solutions.
- Analyse issues related to project management and leadership theory
- Apply the nature of consultancy management in the realm of leadership issues
- Identify the importance of leadership in an organisational setting.

## **Assessment tasks**

- Reflective exercise
- Individual Presentation
- Group project

## Changes from Previous Offering

No changes have been made from the previous offering

## Global Contexts and Sustainability

The topic areas of global contexts and sustainability are underpinned in this unit by both the lecture content and readings that are uploaded to iLearn. These focus on the corporate applications of sustainability and the importance of all types of organisations operating in a global manner.

Students are expected within their final assessment task to analyse both these concepts (if applicable) to their partner organisation and report on its application.

## Program Learning Outcomes

This unit supports the development of Program Learning Outcomes (PLO) for degree(s) delivered by the Faculty of Business and Economics. PLOs describe the educational outcomes of a degree and what you should be able to know, understand and do by the end of your degree.

Unit learning outcomes and assessments contribute to the following BBLC PLOs:

PLO 1: Demonstrate knowledge of leadership theories and their application to practice

PLO 6: Critically and strategically analyse business issues

PLO 7: Develop creative solutions to business challenges

PLO 8: Demonstrate effective oral communication in a business environment

PLO 9: Demonstrate effective written communication in a business environment

## Research and Practice

This Unit utilises research from many external sources and Macquarie academics who research in the field of Leadership & Management.

The Unit gives the student practice in applying research findings to their Group Written report.

The following Journals are used extensively throughout the Unit:

- Leadership Quarterly
- Journal of Leadership Studies
- Journal of Leadership and Organisational Studies
- Journal of Organisational Learning and Leadership
- Global Business Review
- Academy of Management
- Journal of Business

Other sources which are used within this Unit include:

- The Wall Street Journal
- Business Spectator
- Fortune
- Business Week