



PSYO941

Professional Practice

S1 Evening 2019

Department of Psychology

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General Information

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Credit points

4

Prerequisites

Admission to MOrgPsych

Corequisites

Co-badged status

Unit description

The objective of this unit is to prepare students for their field placement experiences by providing them with appropriate training in project implementation, business practice, and by making available practical class-based experiences designed to assure their preparation for field placements.

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:

- Knowledge outcomes: • Understand the APS placement program process; •
- Understanding business Planning; • Understand small business operations; •

Understand business marketing; and • Understand ethical standards and the regulatory framework. Specific skill outcomes: • Develop a business plan; • Present a business pitch; • Undertake a Competency-Based Self Assessment; • Develop and implement strategies to respond to competency-based requirements; and • Apply ethical principles in business practice Generic skill outcomes: • Literacy (particularly through the written assignments); • Creative thinking and problem-solving skills (particularly through the written assignments); • Interpersonal and team and skills (particularly through the class activities); • Communication skills (through the oral presentation and class activities); and • Critical analysis skills (particularly through the class activities).

Assessment Tasks

Name	Weighting	Hurdle	Due
Business Plan Proposal	50%	No	09/05/2019
Continuous Practice	0%	Yes	10/06/2019
Ethics Examination	50%	No	03/06/2019
Interprofessional Education	0%	Yes	08/06/2019
Fortnightly Quiz	0%	Yes	31/05/2019

Business Plan Proposal

Due: **09/05/2019**

Weighting: **50%**

This assessment task involves the development and presentation of a business plan.

At a minimum, the written plan should include:

1. A cover page;
2. An executive summary;
3. A description of the business opportunity;
4. A description of the mission, vision and culture;
5. An Opportunity Analysis and Research;
6. A Marketing Strategy and Plan; and
7. A Financial Analysis

On successful completion you will be able to:

- Knowledge outcomes: • Understand the APS placement program process; •

Understanding business Planning; • Understand small business operations; • Understand business marketing; and • Understand ethical standards and the regulatory framework. Specific skill outcomes: • Develop a business plan; • Present a business pitch; • Undertake a Competency-Based Self Assessment; • Develop and implement strategies to respond to competency-based requirements; and • Apply ethical principles in business practice Generic skill outcomes: • Literacy (particularly through the written assignments); • Creative thinking and problem-solving skills (particularly through the written assignments); • Interpersonal and team and skills (particularly through the class activities); • Communication skills (through the oral presentation and class activities); and • Critical analysis skills (particularly through the class activities).

Continuous Practice

Due: **10/06/2019**

Weighting: **0%**

This is a hurdle assessment task (see [assessment policy](#) for more information on hurdle assessment tasks)

This assessment task involves students examining the competencies that are articulated by the Australian Psychology Accreditation Council and selecting at least three competencies that they will seek to further develop during the unit. They will subsequently develop a plan of activities that will enable them to develop the competencies, undertake and record those activities, meet with a peer supervisor, and then meet with an academic within the Organisational Psychology Program to discuss their outcomes. The intention of this assessment is to enable students to develop the skills necessary to undertake personal development plans once they become Registered Psychologists.

On successful completion you will be able to:

- Knowledge outcomes: • Understand the APS placement program process; • Understanding business Planning; • Understand small business operations; • Understand business marketing; and • Understand ethical standards and the regulatory framework. Specific skill outcomes: • Develop a business plan; • Present a business pitch; • Undertake a Competency-Based Self Assessment; • Develop and implement strategies to respond to competency-based requirements; and • Apply ethical principles in business practice Generic skill outcomes: • Literacy (particularly through the written assignments); • Creative thinking and problem-solving skills (particularly through the written assignments); • Interpersonal and team and skills (particularly through the class activities); • Communication skills (through the oral presentation and class activities); and • Critical analysis skills (particularly through the class activities).

Ethics Examination

Due: **03/06/2019**

Weighting: **50%**

This examination relates principally to ethics and the assessment of ethical dilemmas in practice. Students are expected to become familiar with the Code of Ethics from the Australian Psychological Society and be able to apply this information in response to ethical dilemmas. The assessment will comprise both short answer and essay questions and will be undertaken in class.

On successful completion you will be able to:

- Knowledge outcomes: • Understand the APS placement program process; • Understanding business Planning; • Understand small business operations; • Understand business marketing; and • Understand ethical standards and the regulatory framework. Specific skill outcomes: • Develop a business plan; • Present a business pitch; • Undertake a Competency-Based Self Assessment; • Develop and implement strategies to respond to competency-based requirements; and • Apply ethical principles in business practice Generic skill outcomes: • Literacy (particularly through the written assignments); • Creative thinking and problem-solving skills (particularly through the written assignments); • Interpersonal and team and skills (particularly through the class activities); • Communication skills (through the oral presentation and class activities); and
- Critical analysis skills (particularly through the class activities).

Interprofessional Education

Due: **08/06/2019**

Weighting: **0%**

This is a hurdle assessment task (see [assessment policy](#) for more information on hurdle assessment tasks)

As general psychologists with an Area of Specialisation (AoPE), organisational psychologists will, at times, work with other health professionals in the provision of psychological services. To develop students' skills and knowledge in working with other professionals, Macquarie University has a requirement that students engaged in the provision of health or allied health care complete a series of Interprofessional Education modules. These modules are available through iLearn and students are expected to complete the online modules during PSYO941 and in preparation for placement.

On successful completion you will be able to:

- Knowledge outcomes: • Understand the APS placement program process; • Understanding business Planning; • Understand small business operations; •

Understand business marketing; and • Understand ethical standards and the regulatory framework. Specific skill outcomes: • Develop a business plan; • Present a business pitch; • Undertake a Competency-Based Self Assessment; • Develop and implement strategies to respond to competency-based requirements; and • Apply ethical principles in business practice Generic skill outcomes: • Literacy (particularly through the written assignments); • Creative thinking and problem-solving skills (particularly through the written assignments); • Interpersonal and team and skills (particularly through the class activities); • Communication skills (through the oral presentation and class activities); and • Critical analysis skills (particularly through the class activities).

Fortnightly Quiz

Due: **31/05/2019**

Weighting: **0%**

This is a hurdle assessment task (see [assessment policy](#) for more information on hurdle assessment tasks)

For each of the on-line presentations that comprise this unit, a short quiz is provided. Students are required to complete the quizzes on-line and submit their results.

On successful completion you will be able to:

- Knowledge outcomes: • Understand the APS placement program process; • Understanding business Planning; • Understand small business operations; • Understand business marketing; and • Understand ethical standards and the regulatory framework. Specific skill outcomes: • Develop a business plan; • Present a business pitch; • Undertake a Competency-Based Self Assessment; • Develop and implement strategies to respond to competency-based requirements; and • Apply ethical principles in business practice Generic skill outcomes: • Literacy (particularly through the written assignments); • Creative thinking and problem-solving skills (particularly through the written assignments); • Interpersonal and team and skills (particularly through the class activities); • Communication skills (through the oral presentation and class activities); and • Critical analysis skills (particularly through the class activities).

Delivery and Resources

This unit consists of alternating face-to-face and on-line classes. Where a class is delivered on-line, students will be expected to: (a) Review a 20 minute (approx.) video clip, read the relevant chapter in the textbook, together with one or two additional papers, answer questions to a short, on-line quiz, and undertake any activities as directed for that week.

Students are expected to attend all scheduled classes. Learning objectives and assessment activities are based on the requirements of a minimum 80% class attendance. If there are

exceptional circumstances where a session must be missed, this will need to be arranged with the unit convener in advance. Failure to do so implies a lack of professionalism.

It is highly recommended that you obtain the following text:

Mariotti, S., & Glakin, C. (2015). *Entrepreneurship and Small Business Management* (2nd Edition). Boston, MASS: Pearson.

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 \(https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central\)](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central).

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 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

Student Support

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

dents.mq.edu.au/support/

Learning Skills

Learning Skills (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

If you are a Global MBA student contact globalmba.support@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/.

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

PG - Capable of Professional and Personal Judgment and Initiative

Our postgraduates will demonstrate a high standard of discernment and common sense in their professional and personal judgment. They will have the ability to make informed choices and decisions that reflect both the nature of their professional work and their personal perspectives.

This graduate capability is supported by:

Learning outcome

- Knowledge outcomes: • Understand the APS placement program process; • Understanding business Planning; • Understand small business operations; • Understand business marketing; and • Understand ethical standards and the regulatory framework. Specific skill outcomes: • Develop a business plan; • Present a business pitch; • Undertake a Competency-Based Self Assessment; • Develop and implement strategies to respond to competency-based requirements; and • Apply ethical principles

in business practice Generic skill outcomes: • Literacy (particularly through the written assignments); • Creative thinking and problem-solving skills (particularly through the written assignments); • Interpersonal and team and skills (particularly through the class activities); • Communication skills (through the oral presentation and class activities); and • Critical analysis skills (particularly through the class activities).

Assessment tasks

- Business Plan Proposal
- Continuous Practice
- Ethics Examination
- Interprofessional Education

PG - Discipline Knowledge and Skills

Our postgraduates will be able to demonstrate a significantly enhanced depth and breadth of knowledge, scholarly understanding, and specific subject content knowledge in their chosen fields.

This graduate capability is supported by:

Learning outcome

- Knowledge outcomes: • Understand the APS placement program process; • Understanding business Planning; • Understand small business operations; • Understand business marketing; and • Understand ethical standards and the regulatory framework. Specific skill outcomes: • Develop a business plan; • Present a business pitch; • Undertake a Competency-Based Self Assessment; • Develop and implement strategies to respond to competency-based requirements; and • Apply ethical principles in business practice Generic skill outcomes: • Literacy (particularly through the written assignments); • Creative thinking and problem-solving skills (particularly through the written assignments); • Interpersonal and team and skills (particularly through the class activities); • Communication skills (through the oral presentation and class activities); and • Critical analysis skills (particularly through the class activities).

Assessment tasks

- Business Plan Proposal
- Continuous Practice
- Interprofessional Education
- Fortnightly Quiz

PG - Critical, Analytical and Integrative Thinking

Our postgraduates will be capable of utilising and reflecting on prior knowledge and experience, of applying higher level critical thinking skills, and of integrating and synthesising learning and knowledge from a range of sources and environments. A characteristic of this form of thinking is the generation of new, professionally oriented knowledge through personal or group-based critique of practice and theory.

This graduate capability is supported by:

Learning outcome

- Knowledge outcomes: • Understand the APS placement program process; • Understanding business Planning; • Understand small business operations; • Understand business marketing; and • Understand ethical standards and the regulatory framework. Specific skill outcomes: • Develop a business plan; • Present a business pitch; • Undertake a Competency-Based Self Assessment; • Develop and implement strategies to respond to competency-based requirements; and • Apply ethical principles in business practice Generic skill outcomes: • Literacy (particularly through the written assignments); • Creative thinking and problem-solving skills (particularly through the written assignments); • Interpersonal and team and skills (particularly through the class activities); • Communication skills (through the oral presentation and class activities); and • Critical analysis skills (particularly through the class activities).

Assessment tasks

- Business Plan Proposal
- Ethics Examination
- Fortnightly Quiz

PG - Research and Problem Solving Capability

Our postgraduates will be capable of systematic enquiry; able to use research skills to create new knowledge that can be applied to real world issues, or contribute to a field of study or practice to enhance society. They will be capable of creative questioning, problem finding and problem solving.

This graduate capability is supported by:

Learning outcome

- Knowledge outcomes: • Understand the APS placement program process; • Understanding business Planning; • Understand small business operations; • Understand business marketing; and • Understand ethical standards and the regulatory framework. Specific skill outcomes: • Develop a business plan; • Present a business

pitch; • Undertake a Competency-Based Self Assessment; • Develop and implement strategies to respond to competency-based requirements; and • Apply ethical principles in business practice
Generic skill outcomes: • Literacy (particularly through the written assignments); • Creative thinking and problem-solving skills (particularly through the written assignments); • Interpersonal and team and skills (particularly through the class activities); • Communication skills (through the oral presentation and class activities); and
• Critical analysis skills (particularly through the class activities).

Assessment tasks

- Business Plan Proposal
- Fortnightly Quiz

PG - Effective Communication

Our postgraduates will be able to communicate effectively and convey their views to different social, cultural, and professional audiences. They will be able to use a variety of technologically supported media to communicate with empathy using a range of written, spoken or visual formats.

This graduate capability is supported by:

Learning outcome

- Knowledge outcomes: • Understand the APS placement program process; • Understanding business Planning; • Understand small business operations; • Understand business marketing; and • Understand ethical standards and the regulatory framework. Specific skill outcomes: • Develop a business plan; • Present a business pitch; • Undertake a Competency-Based Self Assessment; • Develop and implement strategies to respond to competency-based requirements; and • Apply ethical principles in business practice
Generic skill outcomes: • Literacy (particularly through the written assignments); • Creative thinking and problem-solving skills (particularly through the written assignments); • Interpersonal and team and skills (particularly through the class activities); • Communication skills (through the oral presentation and class activities); and
• Critical analysis skills (particularly through the class activities).

Assessment tasks

- Business Plan Proposal
- Continuous Practice

PG - Engaged and Responsible, Active and Ethical Citizens

Our postgraduates will be ethically aware and capable of confident transformative action in

relation to their professional responsibilities and the wider community. They will have a sense of connectedness with others and country and have a sense of mutual obligation. They will be able to appreciate the impact of their professional roles for social justice and inclusion related to national and global issues

This graduate capability is supported by:

Learning outcome

- Knowledge outcomes: • Understand the APS placement program process; • Understanding business Planning; • Understand small business operations; • Understand business marketing; and • Understand ethical standards and the regulatory framework. Specific skill outcomes: • Develop a business plan; • Present a business pitch; • Undertake a Competency-Based Self Assessment; • Develop and implement strategies to respond to competency-based requirements; and • Apply ethical principles in business practice Generic skill outcomes: • Literacy (particularly through the written assignments); • Creative thinking and problem-solving skills (particularly through the written assignments); • Interpersonal and team and skills (particularly through the class activities); • Communication skills (through the oral presentation and class activities); and • Critical analysis skills (particularly through the class activities).

Assessment tasks

- Business Plan Proposal
- Continuous Practice
- Ethics Examination
- Interprofessional Education

Changes since First Published

Date	Description
22/02/2019	Added some new staff