

MGT701

Leading and Managing Organisations

School: School of Business and Creative Industries

2023 | Session 3

UniSC Sunshine Coast
UniSC Moreton Bay

**BLENDED
LEARNING**

Most of your course is on campus but you may be able to do some components of this course online.

Online

ONLINE

You can do this course without coming onto campus.

Please go to usc.edu.au for up to date information on the teaching sessions and campuses where this course is usually offered.

1. What is this course about?

1.1. Description

For organisations, leadership is associated with enhanced attraction, retention & commitment of higher performing staff. Individually, leadership abilities are related to career progress, in addition to higher levels of fulfilment and productivity. In this course, you will focus on leadership at individual, team and organisational levels, foundational leadership approaches, contemporary issues, and visionary and strategic leadership.

1.2. How will this course be delivered?

ACTIVITY	HOURS	BEGINNING WEEK	FREQUENCY
BLENDED LEARNING			
Learning materials – Interactive online learning activities.	2hrs	Week 1	6 times
Tutorial/Workshop 1 – Scheduled face to face workshops.	4hrs	Week 1	6 times
Tutorial/Workshop 2 – Additional scheduled face to face workshops.	1hr	Week 1	3 times
ONLINE			
Learning materials – Interactive online learning activities.	2hrs	Week 1	6 times
Tutorial/Workshop 1 – Scheduled online workshops (Recorded).	4hrs	Week 1	6 times
Tutorial/Workshop 2 – Additional scheduled online workshops (Recorded).	1hr	Week 1	3 times

1.3. Course Topics

Trait Approach, Skills Approach, Behavioural Approach, Situational Approach, Path-Goal Theory, Leader-Member Exchange Theory, Transformational Leadership, Authentic Leadership, Servant Leadership, Adaptive Leadership, Inclusive Leadership, Followership, Gender and Leadership, Leadership Ethics & Team Leadership.

2. What level is this course?

700 Level (Specialised)

Demonstrating a specialised body of knowledge and set of skills for professional practice or further learning. Advanced application of knowledge and skills in unfamiliar contexts.

3. What is the unit value of this course?

12 units

4. How does this course contribute to my learning?

COURSE LEARNING OUTCOMES	GRADUATE QUALITIES MAPPING	PROFESSIONAL STANDARD MAPPING *
On successful completion of this course, you should be able to...	Completing these tasks successfully will contribute to you becoming...	Association to Advance Collegiate Schools of Business
1 Demonstrate knowledge of selected leadership theories.	Knowledgeable	PC6.2
2 Demonstrate advanced oral communication skills in a leadership context.	Empowered	PC1.2
3 Demonstrate critical and creative thinking to identify and solve complex leadership problems and arrive at innovative solutions.	Creative and critical thinker	PC3
4 Demonstrate an understanding of strategies for effectively leading and working in teams in a business context.	Engaged	PC2.1

* Competencies by Professional Body

CODE	COMPETENCY
ASSOCIATION TO ADVANCE COLLEGIATE SCHOOLS OF BUSINESS	
PC1.2	Oral Communication
PC2.1	Leadership and Teamwork
PC3	Creative and Critical Thinking
PC6.2	Discipline Knowledge

5. Am I eligible to enrol in this course?

Refer to the [UniSC Glossary of terms](#) for definitions of “pre-requisites, co-requisites and anti-requisites”.

5.1. Pre-requisites

Enrolled in any PGRD Program or (enrolled in Program SC410, SC411, SC425, SC404 or SC405 and 280 units completed towards these Programs)

5.2. Co-requisites

Not applicable

5.3. Anti-requisites

MBA707 or EMB757

5.4. Specific assumed prior knowledge and skills (where applicable)

Not applicable

6. How am I going to be assessed?

6.1. Grading Scale

Standard Grading (GRD)

High Distinction (HD), Distinction (DN), Credit (CR), Pass (PS), Fail (FL).

6.2. Details of early feedback on progress

A formative online quiz will be available in the first two weeks of the course.

6.3. Assessment tasks

DELIVERY MODE	TASK NO.	ASSESSMENT PRODUCT	INDIVIDUAL OR GROUP	WEIGHTING %	WHAT IS THE DURATION / LENGTH?	WHEN SHOULD I SUBMIT?	WHERE SHOULD I SUBMIT IT?
All	1	Oral and Written Piece	Individual	60%	5 minutes and 2000 words	Week 5	Online Assignment Submission with plagiarism check and in class
All	2	Oral and Written Piece	Individual and Group	40%	30 minutes and 2000 words	Week 8	Online Assignment Submission with plagiarism check and in class

All - Assessment Task 1: Leadership Challenge Analysis & Solutions

GOAL:	To demonstrate your advanced oral communication skill and leadership knowledge.																						
PRODUCT:	Oral and Written Piece																						
FORMAT:	<p>Individually, submit proof of completion of the 'Leadership Problem Analysis & Solutions Preparation Tasks' (indicated on Canvas), via Canvas, prior to 1159pm Saturday of Week 3. Late penalties will apply to the individual, calculated on the full weighting of the assessment task, if this is not submitted by 1159pm Saturday or Week 3.</p> <p>This is an individual assessment task.</p> <ol style="list-style-type: none">1. Through a short video (or face to face oral presentation), share your leadership knowledge through analysis of a leadership challenge and discussion of viable solutions.2. Complete a summary 'Speaking Points' document (using the template provided) identifying and explaining the relevance of key sources that have informed your perspective.3. Complete a 'Learning Reflection' (using the template provided). <p>Additional details will be provided in the Assessment area on Canvas.</p> <p>This task is being used for measuring assurance of learning towards Association to Advance Collegiate Schools of Business (AACSB) accreditation. PC1.2: Oral Communication Demonstrate effective oral communication skills in a business context will be assessed.</p>																						
CRITERIA:	<table><tr><th>No.</th><th></th><th>Learning Outcome assessed</th></tr><tr><td>1</td><td>Identification and critical analysis of pertinent issues in leadership strategy and practice.</td><td>1</td></tr><tr><td>2</td><td>Demonstrate critical thinking to develop and evaluate appropriate solutions to leadership problems.</td><td>3</td></tr><tr><td>3</td><td>Use of appropriate verbal and non-verbal communication (posture, gesture, eye contact, and vocal expressiveness).</td><td>2</td></tr><tr><td>4</td><td>Clarity, logic, flow & substantiation of arguments presented.</td><td>2</td></tr><tr><td>5</td><td>Structure of the Presentation</td><td>2</td></tr><tr><td>6</td><td>Use of effective time management</td><td>2</td></tr></table>	No.		Learning Outcome assessed	1	Identification and critical analysis of pertinent issues in leadership strategy and practice.	1	2	Demonstrate critical thinking to develop and evaluate appropriate solutions to leadership problems.	3	3	Use of appropriate verbal and non-verbal communication (posture, gesture, eye contact, and vocal expressiveness).	2	4	Clarity, logic, flow & substantiation of arguments presented.	2	5	Structure of the Presentation	2	6	Use of effective time management	2	
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GENERIC SKILLS:	Communication, Problem solving, Applying technologies, Information literacy																						

All - Assessment Task 2: Conversation

GOAL:	Through a conversation in the context of an assigned case study, demonstrate your advanced oral communication skill, leadership knowledge, and understanding of strategies for effectively leading and working in teams in a business context.																						
PRODUCT:	Oral and Written Piece																						
FORMAT:	<p>As a group, prepare for and participate in a 'Leadership Conversation'. Additional details will be provided in the Assessment area on Canvas.</p> <p>Your marker will allocate a time in Week 7 for the group to conduct the 'Leadership Conversation' (face to face or via video conference). You will be advised of your presentation time via a Calendar Appointment sent to your student email prior to the commencement of Week 5. A response is required prior to 1159pm Saturday of Week 5, so that rescheduling can occur if required. Late penalties will apply to the individual, calculated on the full weighting of the assessment task, if a response to the calendar appointment is not submitted by 1159pm Saturday of Week 5.</p> <p>Individually, submit proof of completion of the 'Leadership Conversation Preparation Tasks' (indicated on Canvas), via Canvas, prior to 1159pm Saturday of Week 5. Late penalties will apply to the individual, calculated on the full weighting of the assessment task, if this is not submitted by 1159pm Saturday of Week 5.</p> <p>Individually, submit a completed 'Leadership Conversation Speaking Points' (using the template provided), via Canvas, prior to 1159pm Saturday of Week 6. Late penalties will apply to the group, calculated on the full weighting of the assessment task, if this is not submitted by 1159pm Saturday of Week 6.</p> <p>Immediately after the interview, the marker will ask questions of each participant.</p> <p>Individually, submit a 'Learning Reflection' (using the template provided), via Canvas, within 24 hours of your 'Leadership Conversation'. Late penalties will apply to the individual, calculated on the full weighting of the assessment task, if this is not submitted within 24 hours of the interview.</p> <p>This task is being used for measuring assurance of learning towards Association to Advance Collegiate Schools of Business (AACSB) accreditation. Program Learning Competency 2.1 - Demonstrate effective leadership and collaboration in teams in a business context will be assessed.</p>																						
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GENERIC SKILLS:	Communication, Collaboration, Problem solving, Organisation																						

7. Directed study hours

A 12-unit course will have total of 150 learning hours which will include directed study hours (including online if required), self-directed learning and completion of assessable tasks. Student workload is calculated at 12.5 learning hours per one unit.

8. What resources do I need to undertake this course?

Please note: Course information, including specific information of recommended readings, learning activities, resources, weekly readings, etc. are available on the course Canvas site– Please log in as soon as possible.

8.1. Prescribed text(s) or course reader

Please note that you need to have regular access to the resource(s) listed below. Resources may be required or recommended.

REQUIRED?	AUTHOR	YEAR	TITLE	EDITION	PUBLISHER
Required	Peter G. Northouse	2021	Leadership	9th	SAGE Publications

8.2. Specific requirements

Not applicable

9. How are risks managed in this course?

Health and safety risks for this course have been assessed as low. It is your responsibility to review course material, search online, discuss with lecturers and peers and understand the health and safety risks associated with your specific course of study and to familiarise yourself with the University's general health and safety principles by reviewing the [online induction training for students](#), and following the instructions of the University staff.

10. What administrative information is relevant to this course?

10.1. Assessment: Academic Integrity

Academic integrity is the ethical standard of university participation. It ensures that students graduate as a result of proving they are competent in their discipline. This is integral in maintaining the value of academic qualifications. Each industry has expectations and standards of the skills and knowledge within that discipline and these are reflected in assessment.

Academic integrity means that you do not engage in any activity that is considered to be academic fraud; including plagiarism, collusion or outsourcing any part of any assessment item to any other person. You are expected to be honest and ethical by completing all work yourself and indicating in your work which ideas and information were developed by you and which were taken from others. You cannot provide your assessment work to others. You are also expected to provide evidence of wide and critical reading, usually by using appropriate academic references.

In order to minimise incidents of academic fraud, this course may require that some of its assessment tasks, when submitted to Canvas, are electronically checked through Turnitin. This software allows for text comparisons to be made between your submitted assessment item and all other work to which Turnitin has access.

10.2. Assessment: Additional Requirements

Eligibility for Supplementary Assessment

Your eligibility for supplementary assessment in a course is dependent of the following conditions applying:

The final mark is in the percentage range 47% to 49.4%

The course is graded using the Standard Grading scale

You have not failed an assessment task in the course due to academic misconduct

10.3. Assessment: Submission penalties

Late submission of assessment tasks may be penalised at the following maximum rate:

- 5% (of the assessment task's identified value) per day for the first two days from the date identified as the due date for the assessment task.

- 10% (of the assessment task's identified value) for the third day - 20% (of the assessment task's identified value) for the fourth day and subsequent days up to and including seven days from the date identified as the due date for the assessment task.

- A result of zero is awarded for an assessment task submitted after seven days from the date identified as the due date for the assessment task. Weekdays and weekends are included in the calculation of days late. To request an extension you must contact your course coordinator to negotiate an outcome.

10.4. SafeUniSC

UniSC is committed to a culture of respect and providing a safe and supportive environment for all members of our community. For immediate assistance on campus contact SafeUniSC by phone: [07 5430 1168](tel:0754301168) or using the [SafeZone](#) app. For general enquires contact the SafeUniSC team by phone [07 5456 3864](tel:0754563864) or email safe@usc.edu.au.

The SafeUniSC Specialist Service is a Student Wellbeing service that provides free and confidential support to students who may have experienced or observed behaviour that could cause fear, offence or trauma. To contact the service call [07 5430 1226](tel:0754301226) or email studentwellbeing@usc.edu.au.

10.5. Study help

For help with course-specific advice, for example what information to include in your assessment, you should first contact your tutor, then your course coordinator, if needed.

If you require additional assistance, the Learning Advisers are trained professionals who are ready to help you develop a wide range of academic skills. Visit the [Learning Advisers](#) web page for more information, or contact Student Central for further assistance: +61 7 5430 2890 or studentcentral@usc.edu.au.

10.6. Wellbeing Services

Student Wellbeing provide free and confidential counselling on a wide range of personal, academic, social and psychological matters, to foster positive mental health and wellbeing for your academic success.

To book a confidential appointment go to [Student Hub](#), email studentwellbeing@usc.edu.au or call 07 5430 1226.

10.7. AccessAbility Services

Ability Advisers ensure equal access to all aspects of university life. If your studies are affected by a disability, learning disorder mental health issue, injury or illness, or you are a primary carer for someone with a disability or who is considered frail and aged, [AccessAbility Services](#) can provide access to appropriate reasonable adjustments and practical advice about the support and facilities available to you throughout the University.

To book a confidential appointment go to [Student Hub](#), email AccessAbility@usc.edu.au or call 07 5430 2890.

10.8. Links to relevant University policy and procedures

For more information on Academic Learning & Teaching categories including:

- Assessment: Courses and Coursework Programs
- Review of Assessment and Final Grades
- Supplementary Assessment
- Central Examinations
- Deferred Examinations
- Student Conduct
- Students with a Disability

For more information, visit <https://www.usc.edu.au/explore/policies-and-procedures#academic-learning-and-teaching>

10.9. Student Charter

UniSC is committed to excellence in teaching, research and engagement in an environment that is inclusive, inspiring, safe and respectful. The [Student Charter](#) sets out what students can expect from the University, and what in turn is expected of students, to achieve these outcomes.

10.10. General Enquiries

In person:

- **UniSC Sunshine Coast** - Student Central, Ground Floor, Building C, 90 Sippy Downs Drive, Sippy Downs
- **UniSC Moreton Bay** - Service Centre, Ground Floor, Foundation Building, Gympie Road, Petrie
- **UniSC SouthBank** - Student Central, Building A4 (SW1), 52 Merivale Street, South Brisbane
- **UniSC Gympie** - Student Central, 71 Cartwright Road, Gympie
- **UniSC Fraser Coast** - Student Central, Student Central, Building A, 161 Old Maryborough Rd, Hervey Bay
- **UniSC Caboolture** - Student Central, Level 1 Building J, Cnr Manley and Tallon Street, Caboolture

Tel: +61 7 5430 2890

Email: studentcentral@usc.edu.au