

MGMT1001

Managing Organisations and People

Course Outline

Semester 1, 2017

Part A: Course-Specific Information

Please consult Part B for key information on Business School policies (including those on plagiarism and special consideration), student responsibilities and student support services.

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PART A: COURSE-SPECIFIC INFORMATION

1 STAFF CONTACT DETAILS

Lecturer-in-charge: Dr Lynn Gribble
Room: Level 5, West Wing UNSW Business School
Email: l.gribble@unsw.edu.au
Consultation Times – by appointment

Lecturer: Dr Catherine Collins
Room: Level 5, West Wing UNSW Business School
Email: c.g.collins@unsw.edu.au
Consultation Times – by appointment

Lecturer and Everest Co-ordinator: Dr Hugh Bainbridge
Room: Level 5, West Wing UNSW Business School
Email: h.bainbridge@unsw.edu.au
Consultation Times – by appointment

Head Tutor: Julie Wilson
Room: Level 5 West Wing UNSW Business School
Email: julie.wilson@unsw.edu.au
Consultation Times – by appointment

Your tutor or the Senior Tutor is your first point of contact after the discussion board. From weeks 3 – 13 your tutor will be available for consultation. You can drop past or book to see them. The role of the consult time is to answer any questions you may have in more depth than can be addressed within the structure of the tutorial which is filled with activities. It is NOT to provide a personal lecture. Your tutor will advise you of their consult time in week 2 when you meet them. They will also provide their email details. Please note any emails to your tutor will be answered within 48 hours during the working week (i.e. any emails received outside of business hours will be answered within 2 working days). **Before emailing your tutor check the discussion board as your question may have already been asked there.**

Tutor list please contact your tutor in the first instance. Your tutor will advise you of their consultation times.

<i>Tutor name</i>	<i>Tutorial days</i>
<i>Dhammika Abeysinghe</i>	<i>Wednesdays and Thursdays</i>
<i>Kelsey Burton</i>	<i>Mondays</i>
<i>Paul Doran</i>	<i>Mondays</i>
<i>Catherine Dolle-Samuel</i>	<i>Thursdays</i>
<i>Anthea Hickey</i>	<i>Thursdays</i>
<i>Tom Kramer</i>	<i>Tuesdays and Wednesdays</i>
<i>Doug Long</i>	<i>Mondays and Tuesdays</i>
<i>Erika Oschwald</i>	<i>Mondays</i>
<i>Jennifer Pryor</i>	<i>Mondays</i>
<i>Xiaoli Sang</i>	<i>Fridays</i>
<i>Greta Sharples</i>	<i>Tuesdays</i>
<i>Marcus Testoni</i>	<i>Tuesdays</i>
<i>Tse Sing Tsai</i>	<i>Mondays</i>
<i>Ange Thompson</i>	<i>Tuesdays</i>
<i>Julie Wilson</i>	<i>Wednesdays</i>
<i>Philip Warburton</i>	<i>Fridays</i>
<i>Jessica Yustantio</i>	<i>Tuesdays</i>

2 COURSE DETAILS

2.1 Teaching Times and Locations

The Lectures start in Week 1(to Week 12): The Time and Location are:

Day	Time	Location
Monday	18:00-20:00	Ainsworth Theatre G03
Tuesday	13:00-15:00	Keith Burrows Theatre
Wednesday	13:00-15:00	Science Theatre
Wednesday	16:00-18:00	Ainsworth Theatre G03
Thursday	10:00-12:00	Law Theatre G04
Thursday	16:00-18:00	Law Theatre G04

Tutorials start in Week 2 (to Week 13). A full list of tutorials, times and tutors can be found on the Course Website. Students enrol and attend just one tutorial per week. Please note tutorials are designed for you to experience and apply the concepts from the lecture. They DO NOT teach lecture content.

2.2 Units of Credit

The course is worth 6 units of credit.

2.3 Summary of the Course

Managing Organisations and People is a foundational core course offered in the main bachelor degree programs. This course introduces students to the knowledge and skills required to successfully manage organisations and people in a global economy, based on contemporary research and practice. The course is designed to provide strong foundations for the development of future organisational leaders and managers who will be able to successfully respond to complex and turbulent environments, promote and sustain competitive advantage, ensure ethical and social responsibility in business practice and decision making, and manage changing social, political and technological factors both inside and outside the organisation, in an increasingly global and diverse workplace. Topics include: the role of organisations in modern societies, sustainability and corporate social responsibility, the importance of organisational leadership, decision making, networks, sources of conflict, problem solving, group motivation and behaviour, as well as professional skills.

2.4 Course Aims and Relationship to Other Courses

The aim of MGMT1001 is to provide you with an introduction to principles, practices, issues and debates that are relevant to the management of organisations. You will study concepts and theories that help explain the attitudes and behaviours of employees and managers.

As a core course in the Bachelor of Commerce degree, the activities, materials and assessments have been designed to provide students with the opportunity to develop skills relevant to their studies and employment.

For more information on the Undergraduate Coursework Program Learning Goals and Outcomes, see Part B of the course outline. Student Learning Outcomes

2.5 Student Learning Outcomes

Content outcomes:

1. explain the central role of organisations in society
2. evaluate the value and importance of the human side of organisations
3. describe the interconnections between individual(s), team(s) and organisation(s)
4. understand the language of organisations and management

Skills outcomes:

5. acquire foundational academic research skills
6. demonstrate familiarity with the process of critical analysis
7. enhance your effectiveness in working in groups and teams
8. learn independently and assume responsibility for the learning process

The Course Learning Outcomes are what you should be able to DO by the end of this course, if you participate fully in learning activities and successfully complete the assessment items.

The Learning Outcomes in this course also help you to achieve some of the overall Program Learning Goals and Outcomes for all undergraduate students in the Business School. Program Learning Goals are what we want you to BE or HAVE by the time you successfully complete your degree (e.g. 'be an effective team player'). You demonstrate this by achieving specific Program Learning Outcomes - what you are able to DO by the end of your degree (e.g. 'participate collaboratively and responsibly in teams').

For more information on the Undergraduate Program Learning Goals and Outcomes, see Part B of the course outline.

Business Undergraduate Program Learning Goals and Outcomes

1. Knowledge: Our graduates will have in-depth disciplinary knowledge applicable in local and global contexts.

You should be able to select and apply disciplinary knowledge to business situations in a local and global environment.

2. Critical thinking and problem solving: Our graduates will be critical thinkers and effective problem solvers.

You should be able to identify and research issues in business situations, analyse the issues, and propose appropriate and well-justified solutions.

3. Communication: Our graduates will be effective professional communicators.

You should be able to:

- a. Prepare written documents that are clear and concise, using appropriate style and presentation for the intended audience, purpose and context, and
- b. Prepare and deliver oral presentations that are clear, focused, well-structured, and delivered in a professional manner.

4. Teamwork: Our graduates will be effective team participants.

You should be able to participate collaboratively and responsibly in teams, and reflect on your own teamwork, and on the team's processes and ability to achieve outcomes.

5. Ethical, social and environmental responsibility: Our graduates will have a sound awareness of the ethical, social, cultural and environmental implications of business practice.

You should be able to:

- a. Identify and assess ethical, environmental and/or sustainability considerations in business decision-making and practice, and
- b. Identify social and cultural implications of business situations.

The following table shows how your Course Learning Outcomes relate to the overall Program Learning Goals and Outcomes, and indicates where these are assessed (they may also be developed in tutorials and other activities):

Program Learning Goals and Outcomes		Course Learning Outcomes	Course Assessment Item
<i>This course helps you to achieve the following learning goals for all Business undergraduate students:</i>		<i>On successful completion of the course, you should be able to:</i>	<i>This learning outcome will be assessed in the following items:</i>
1	Knowledge	Content outcomes: <ol style="list-style-type: none"> 1. explain the central role of organisations in society 2. evaluate the value and importance of the human side of organisations 3. describe the interconnections between individual(s), team(s) and organisation(s) 4. understand the language of organisations and management 	<ul style="list-style-type: none"> • Tutorial participation • Assignment 1 • Assignment 2 • Exam
2	Critical thinking and problem solving	Content outcomes: <ol style="list-style-type: none"> 1. explain the central role of organisations in society 2. evaluate the value and importance of the human side of organisations 3. describe the interconnections between individual(s), team(s) and organisation(s) 4. understand the language of organisations and management Skills outcomes: <ol style="list-style-type: none"> 5. demonstrate familiarity with the process of critical analysis 	<ul style="list-style-type: none"> • Tutorial participation • Assignment 1 • Assignment 2 • Exam
3a	Written communication	Skills outcomes: <ol style="list-style-type: none"> 6. enhance your effectiveness in working in groups and teams 7. learn independently and assume responsibility for the learning process 	<ul style="list-style-type: none"> • Tutorial participation • Assignment 1 • Video submission & peer review • Exam
3b	Oral communication	Skills outcomes: <ol style="list-style-type: none"> 8. learn independently and assume responsibility for the learning process 	<ul style="list-style-type: none"> • Tutorial participation
4	Teamwork	Skills outcomes: <ol style="list-style-type: none"> 7. enhance your effectiveness in working in groups and teams 	<ul style="list-style-type: none"> • Tutorial participation • Video process
5a.	Ethical, environmental and	Content outcomes: <ol style="list-style-type: none"> 1. explain the central role of organisations in society 	<ul style="list-style-type: none"> • Assignment 1 • Assignment 2 • Exam

	sustainability responsibility	2. evaluate the value and importance of the human side of organisations	
5b.	Social and cultural awareness	<p><i>Content outcomes:</i></p> <ol style="list-style-type: none"> 1. explain the central role of organisations in society 3. describe the interconnections between individual(s), team(s) and organisation(s) 4. understand the language of organisations and management 	<ul style="list-style-type: none"> • Assignment 1 • Assignment 2 • Exam

3 LEARNING AND TEACHING ACTIVITIES

3.1 Approach to Learning and Teaching in the Course

MGMT1001 has been designed to provide you with a complete learning experience that incorporates interactive teaching and learning and provides a strong foundation for successful studies in your Bachelor's degree. We encourage student contributions, through discussion and questioning that draw upon your reading and life experiences.

3.2 Learning Activities and Teaching Strategies

Role of Lectures

The lectures provide a forum to introduce students to the main issues, theories and conceptual frameworks for each topic. Lecture notes for each week's topic will be available on the course website on the preceding Sunday. For example, the Week 4 lecture hand out will be available to you on the Sunday at the end of Week 3.

Role of the Tutorial

The tutorials use a variety of experiential learning activities which encourage active engagement in the tutorials. The weekly tutorials provide you with an interactive environment to enhance your formal and informal learning in the course. The more conscientiously you participate, the more you will enjoy and learn from the tutorials. The tutorials also provide you with opportunities to improve important interpersonal skills by working with other students in groups and teams, building relationships and networks, and being exposed to the opinions and values of others.

Role of the Everest Simulation

The Everest Simulation provides students with a hands-on experience of concepts taught in this course. Via the Everest Simulation, students will appreciate how individual attitudes and behaviours relate to team and group functioning – and gain a practical understanding of the influence of key topics central to effective teamwork.

4 ASSESSMENT

4.1 Formal Requirements

In order to pass this course, you must:

- achieve a composite mark of at least 50; and
- make a satisfactory attempt at all assessment tasks including both Everest climbs, and the video submission (see below).

4.2 Assessment Details

Assessment Task	%	Length	Due Date
<u>Assignments</u>			
Individual essay (short writing task)	15%	1000 words	Friday Week 4, 24 th March by 9.30am, electronic copy submitted via turn-it-in (Course website)
Individual Report	30%	2500 words	Friday Week 10, 12 th May by 9.30am, electronic copy submitted via turn-it-in (Course website)
<u>Student participation</u>			
Participate in two Everest Simulation climbs	0%	Hurdle requirement	Climbs are completed twice: Climb 1: 27 th March – 31 st march Climb 2: 24 th April – 28 th April
Active and engaged participation in tutorials (<i>students must attend at least 8 tutorials to be eligible</i>)	5%	N/A	Assessed in each tutorial
Student Video presentation	2%	2 minutes maximum	Uploaded to Moodle by Friday 19 th May Week 11, at 12 noon
Peer review of team and video presentations	10%	N/A	Undertaken via Moodle by Friday Week 12, 26 th May at 12 noon
Research Studies Participation	3%	N/A	Week 3 to Week 12
<u>Exam</u>			
Final Exam	35%	2 hours	University exam period

4.2.1 Assignment 1 Requirements: Essay - 15% of final mark

Due date: In **WEEK 4, Friday March 24 by 9.30am**, submit an electronic copy via the turn-it-in link on the MGMT1001 website. A paper copy is not required.

Submission procedure: See section 4.4 “Assignment Submission Procedure” in this course outline

Weighting: 15% of your total course mark

Length: 1,000 words +/- 10%. The word count excludes the list of references.

Assignment 1: Essay Task and Question:

Communication is an essential part of being successful in your business career. Language has changed over time and now emojis are in common use. Write an essay using academic sources to address the following statement:

“There is a time and place to use emojis in written business communication”

Reference requirements: Use up to six (6) references for this assignment. You must find at least 4 academic journal articles in the following library databases: ProQuest Central; Business Source Premier; Web of Science that are relevant to support your analysis. Note: **Articles from Harvard Business Review, websites and books are not valid sources for this assignment. Your text book is not considered an academic journal.**

Marking criteria:

- development of a consistent, clear and well-supported answer to the question
- overall quality of analysis, depth of reflection/thinking in terms of the key themes and issues raised in the question
- quality of academic research (sourced from appropriate journals/ databases, appropriate number of sources, relevance of sources to your argument)
- appropriate structure (logical sequence; transitions between parts; well-developed paragraphs)
- clarity of expression & grammar
- correct format of in-text citations and reference list using Harvard referencing.
- appropriate document formatting as per requirements on section 4.3 of the Course Outline and length (1,000 words +/- 10%)

4.2.2 Assignment 2 Requirements: Report - 30% of final mark

Due date: In **WEEK 10, Friday May 12 by 9.30 am**, submit an electronic copy via the turn-it-in link on the MGMT1001 website. A paper copy is not required.

Submission procedure: See section 4.4 "Assignment Submission Procedure" in this course outline

Weighting: 30% of your total course mark

Length: 2,500 words +/- 10%

Report Focus:

While studying MGMT 1001 you have completed two simulated climbs of Mount Everest. Simulations are often used as a method for developing management capability and learning 'soft skills'. You are now required to write a report considering what you have learned through the use of the simulations in relation to leadership and strategy. Specifically in business you will need to select and focus on issues that have occurred and then analyse them.

Your report must:

- show you understand and have selected relevant issues to analyse as a result of your Everest participation.
- demonstrate development and analysis of skills by using frameworks and theories from MGMT 1001 course.
- reflect upon what you have learnt as a result of your experiences in a supported manner (by utilising theories and frameworks from MGMT 1001).
- address the concept that "leadership and strategy count in successful execution of tasks"

The report should include the following:	Included in word limit
Title page:	No
Executive summary: Presents the entire report in brief	No (approx 250 words)
Table of contents:	No
Introduction: Indicate scope and direction of the report	Yes (approx 200 words)
Section One: discusses the <u>value</u> of simulations as a learning tool. With direct reference to the issues encountered during Everest and your development as a leader. In this section you need to show how simulations are a valuable method of learning soft skills and also selecting issues from your experience to analyse. This should focus on what worked well or	Yes (approx 500 words)

did not work so you can analyse it later in relation to leadership and strategy.	
Section Two: Analysis of your learning through the simulation of the Everest experiences using frameworks from MGMT 1001 Analyse your experiences showing why things worked or why they went wrong. You must discuss the following two key concepts: 1) Leadership 2) Strategy	Yes (approx 1000 words)
Section Three: Recommendations for the future Draw upon frameworks and theories from MGMT 1001 as well as your analysis to write a plan for your future development. The purpose of this section is to show your learning and plan actions you will take as a result of this learning.	Yes (approx 600 words)
Conclusion: Integrate issues covered in the body of the report, and make comments upon the meaning of all of it.	Yes (approx 200 words)
List of references	No
Compulsory appendices: <ul style="list-style-type: none"> all students who were “participants” (not “observers”) in Everest must attach <u>their individual and team goals achieved from the simulation (screen shots or typed in table format is acceptable).</u> all students (participants & observers) must attach a copy of the team contract (These must be referred to throughout your paper).	No

Reference requirements: You must use a minimum of six (6) academic references to support your analysis and no more than 15 references

Marking criteria:

- overall quality of analysis, depth of reflection / thinking in terms of simulated learning experiences related to the Everest climbs.
- quality of academic research (appropriate number of academic sources, relevance of sources to your argument).
- appropriate structure (logical sequence; transitions between parts; well-developed paragraphs).
- clarity of expression & grammar.
- correct format of in-text citations and reference list using Harvard referencing.
- correct document formatting as per requirements in section 4.3 of the Course Outline, length (2,500 words +/- 10%), and inclusion of compulsory appendices.

More information about the Everest Simulation can be found on the course website. You must **undertake your first climb virtually** via computer mediated discussion. The second climb is to be taken with all members in the same room working on their computers.

Note that the Everest simulation is to be completed twice. The simulation will be available to students at the following times only:

Everest simulation 1: 27th March (9am) – 31st March (5pm)

Everest simulation 2: 24th April (9am) – 28th April (5pm)

**** You must complete both Everest climbs to be eligible to pass MGMT 1001.**

4.2.3 Individual Participation - 20% of final mark

Tutorial Participation: (5%)

Preparation for, and active participation in, your lectures and tutorials is a vital component of the learning in this subject and as such students who prepare and participate in the classroom will be rewarded. Participation may involve small group discussion, short informal presentations to the class, answering questions, participation in class discussion.

Participation marks are based on the degree to which students make an informed contribution to class and small group discussion. Simply attending tutorials without getting involved in class discussion is of little value to you or your classmates and will result in a minimal participation mark.

To be eligible for the Tutorial Attendance and Participation mark students must attend a minimum of eight (8) tutorials. Students **must ensure** their attendance is taken. If students have a valid reason to be absent, documentary evidence (e.g. medical certificate) must be presented to the tutor in the next tutorial. Attendance is taken at 5 minutes past the hour, partial attendance will not be counted.

Grade	Description	Mark
Outstanding Contribution	Attends 8 + tutorials and actively participates in both small group and class discussions. Contributions in class reflect thorough preparation. Provides good insights; has clear and thoughtful views; and supports and argues for but is open to modifying positions	4 - 5
Satisfactory	Attends 8 + tutorials and participates in both small group and class discussions. Contributions demonstrate some preparation for tutorial. Some contribution of facts or opinion.	2.5 - 4
Unsatisfactory	Attends 8 + tutorials but is an unwilling participant, is observed to rarely speak in small group discussion and never voluntarily speaks in class discussions. For example: only speaks when directly addressed by a tutor.	1 - 2.5
Does not meet attendance requirement	Students must attend a minimum of 8 + tutorials to be eligible for participation marks	0

Everest Video Presentation due Friday Week 11, May 19th (12 noon) total 12 marks

Task: Your team must create a short video demonstrating the learning outcomes from the two Everest climbs in relation to decision making in team work. Creativity is to be encouraged. You must demonstrate you have applied the concepts of decision making within teamwork to your video. The videos are to be loaded to Moodle on campus (please note the upload speed of the university internet will be needed)

Marks will be awarded based upon providing peer review the overall quality (academically) of the video, as well as your involvement in creation of the video.

There are two parts to this peer review:

Peer Review of your team. *You must review your team's participation to ensure everyone is involved and participates in the production and delivery of the video*

Peer review of tutorial videos. *You will be required to view all videos for your tutorial group. This is due no later than Friday Week 12, 26th May (noon)*

This component requires that students watch the videos and peer review each based on the criteria posted on Moodle. You must provide at least one comment per video to justify the grade you give to each video you review.

This peer review will grade your video. There are a total of 12 marks available. To be eligible to gain these marks you must have completed your peer review of the team and other team members. Failure to review your team members or the videos will reduce your eligibility to 80% of the allocated team mark.

Research Studies Participation (3%)

You are required to participate in either two management research studies (each worth 1.5% of your total mark) or one study (worth 3% of your total mark), before the end of the semester. Participating in on going research is a great way to learn about how UNSW researchers are advancing knowledge in Management and involves you in an important aspect of University life.

Descriptions of the research studies available for you to participate in will be posted from Week 3 onwards on the Management Research Participation System. The system closes **at 5pm, May 26th (Week 12)**. The link to the Management Research Participation System will be available on the course Moodle site. You will need to:

1. register in the system with your UNSW email address,
2. browse through the list of research studies,
3. sign up for a study (note the 1 or 2 studies issue above) you find of interest, and
4. choose a time slot to participate.

The system is easy to use. There are also instructions provided on Moodle. You can contact the Research Pool Coordinator (mgmtResearchPool@unsw.edu.au) if you have any questions. This is operated externally to the course as such the team of MGMT 1001 are unable to answer any questions related to these studies, you must communicate directly with the Research Pool Coordinator or Researcher conducting the study.

Most research studies are 60 minutes in duration, including a debrief highlighting the key insights for managing organisations and people. Each study will accept only a limited number of participants, so sign up early to ensure your spot in the studies that interest you most. Some studies may be added later in the semester, so check back in the system if you are still looking for a research study.

NOTE: There is an alternative assessment. While all students are strongly encouraged to participate in two research studies. If you are unable to participate in the research studies, you may choose two alternative pieces of assessment (i.e., two online multi-choice tests) in the Management Research Participation System. Each of these tests is of 60 minutes in duration and is worth 1.5% of your total mark. A minimum mark (50%) on each test is required to receive participation marks.

There is no written feedback provided.

4.2.4 Final Examination - 35% of total mark

A final two-hour exam will be held during the University exam period at the end of the semester. All material from the course is examinable (including lecture content, tutorial experiences, and the textbook). Students are expected to sit the exam on the prescribed day and should not make plans to travel, attend work functions or make any other plans on this day.

In order to pass this course, you must:

- achieve a composite mark of at least 50; and
- make a satisfactory attempt at all assessment tasks (see below).

4.3 Assessment Format

Your written assignments must be formatted as per the requirements below:

- use 12pt font
- 2.5 cm left margin
- 1.5 line spacing
- leave a line between each paragraph
- student zpass number on each page
- number each page
- use Harvard method for referencing - more information can be found on the UNSW business school EDU website

4.4 Assignment Submission Procedure

All assignment tasks excluding the exam are to be submitted via the Moodle platform. Assignment 1 (essay) is to be submitted in an electronic copy via the turn-it-in link on the Course website by **Week 4, Friday 24th March, 9.30 am**. Paper copy submission is not required. When submitting your assignment in the course website, you are required to declare your work is original, and has not been submitted previously for assessment.

Assignment 2 (report) is to be submitted in an electronic copy via the turn-it-in link on the Course website by **Week 10, Friday 12th May, 9.30am**. Paper copy submission is not required. When submitting your assignment in the course website, you are required to declare your work is original, and has not been submitted previously for assessment.

The Everest climbs must be completed with your teams as outlined in **weeks 5 and 8**.

The videos will be submitted via 'the box' on Moodle by **Friday 19th May at NOON** Peer reviews will also occur via Moodle. You are advised to **UPLOAD THIS ON CAMPUS**, as often home upload speeds are not sufficient for this style of video. Please allow time for this to upload, as no extensions are possible. Review of Videos and teams must be completed by **Friday 26th May at NOON** via moodle.

Students are reminded to keep a copy of all work submitted for assessment and to keep their returned marked assignments.

4.5 Late Submission

You must submit all assignments and attend all examinations scheduled for your course. A penalty of 10% for each day the assignment is late will be applied. A day is calculated from the due time and the weekend is considered two days. You should seek assistance early if you suffer illness or misadventure affecting your course progress. No extensions will be granted except in the case of serious illness or misadventure or bereavement which must be supported with documentary evidence.

Requests for extensions must be made via student central and the special considerations portal and be accompanied by the appropriate documentation no later than 24 hours before the due date of the assignment (the time your tutorial commences).

Only formal applications can be approved for a request for an extension. If you do make a request for an extension, you will be notified via the system with the decision. Note: A request for an extension does not guarantee that you will be granted one. No extensions are possible for the video submission or peer review.

Requests for a remark

From time to time some students will query the mark they have received on an assessment. If you have a question about the mark you received on Assignment 1 or Assignment 2, you must first make an appointment with your tutor no earlier than one week after the course assignment return date, but no later than two weeks from the return date, to discuss your concerns. The return date is usually 2 weeks after submission of the assignment. If you choose to access your assignment via the course website at a later date, keep in mind that you are still required to follow the course return date timing. If, after speaking to your tutor you remain unhappy with their explanation, you may request a review of your assignment. Keep in mind that a request for an assignment review is not automatically granted. To qualify for an assignment review you must submit, in writing, the specific reasons you believe a review is warranted. This document should also include a discussion of the tutor's comments and how the components of your essay relate to the assignment criteria. Applications that request a re-mark on the basis of "I felt the mark was too low" will be rejected. In order to request a remark please refer to the UNSW Policy around students' request for remarking assignments:

<https://student.unsw.edu.au/sites/all/files/uploads/group47/forms/ReviewofResults.pdf>

Quality Assurance

The Business School is actively monitoring student learning and quality of the student experience in all its programs. A random selection of completed assessment tasks may be used for quality assurance, such as to determine the extent to which program learning goals are being achieved. The information is required for accreditation purposes, and aggregated findings will be used to inform changes aimed at improving the quality of Business School programs. All material used for such processes will be treated as confidential.

5 COURSE RESOURCES

Required Resources: available to purchase at UNSW Bookshop or in the UNSW Library. **Textbook:** Robbins, S., Bergman, R., Stagg, I., Coulter, M., Judge, T., Millett, B., & Boyle, M. (2015). *Managing Organisations and People MGMT 1001 - Customised for the University of New South Wales* (3rd ed). Sydney, Australia: Pearson Prentice Hall.

The website for this course is on Moodle at:

<http://moodle.telt.unsw.edu.au>

6 COURSE EVALUATION AND DEVELOPMENT

Based on feedback and consultation with the Business School's key stakeholders (including major corporations and professional service firms, professional associations and alumni) the core program for the Bachelor of Commerce has been redeveloped. This course has been developed and included in the core based on stakeholder feedback that graduates need to be proficient not only in 'technical' skills but also have a broader understanding of the 'human side' of organisation and well developed team work, critical thinking and communication skills. In light of the need for students to critically evaluate on line media sources, the course assessment items have been adjusted to reflect the changing nature of information. Each year feedback is sought from students and other stakeholders about the courses offered in the School and continual improvements are made based on this feedback. UNSW's myExperience survey is one of the ways in which student evaluative feedback is gathered. In this course, we will seek your feedback through informal class feedback and end of semester via myExperience responses.

7 COURSE SCHEDULE

COURSE SCHEDULE S1 2017			
Week	Lecture Topic	Tutorial Topic	Other Activities/ Assessment
Week 1 27 February	Topic 1: Introduction to organisations and management Lecturer: Lynn Gribble	<i>NO TUTORIALS</i>	
Week 2 6 March	Topic 2: Foundations of management theory Lecturer: Lynn Gribble	Topic 1: Introduction to organisations and management	
Week 3 13 March	Topic 3: Communication Lecturer: Lynn Gribble	Topic 2: Foundations of management theory	Essay workshops-times and dates on Moodle
Week 4 20 March	Topic 4: Attitudes, perception and personality Lecturer: Lynn Gribble	Topic 3: Communication	Essay due Friday, 24 th March at 9.30am
Week 5 27 March	Topic 5: Groups and Teams Lecturer: Catherine Collins	Topic 4: Attitudes, perception and personality	Everest climb 1: You must climb with your Group between Monday 9am March 27 and Friday 5pm March 31
Week 6 03 April	Topic 6: Decision making Lecturer: Catherine Collins	Topic 5: Groups and Teams	
Week 7 10 April	<i>Topic 7: Leadership Lecturer: Catherine Collins (Friday 14 April is Good Friday public holiday)</i>	No tutorials this week	
Mid-semester break: Friday 14 – Saturday 22 April inclusive			
Week 8 24 April	Topic 8: Strategic Human Resource Management Lecturer: Catherine Collins <i>(Tuesday 25 April is Anzac Day public holiday you may attend a different lecture this week)</i>	No tutorials this week	Everest Climb 2: You must climb with your Group between Monday 9am 24 th April and Friday 5pm 28 th April
Week 9 1 May	Topic 9: Strategic management Lecturer: Hugh Bainbridge	Everest Debrief	Report workshops – times and dates on Moodle
Week 10 8 May	Topic 10: International business Lecturer: Hugh Bainbridge	Topic 8 & 9: Strategic Human Resource Management & Strategic Management	Report due Friday, 12 th May at 9.30am
Week 11 15 May	Topic 11: Social responsibility and ethics Lecturer: Hugh Bainbridge	Topic 10: International business	Video submission due noon Friday, 19 th May
Week 12 22 May	Topic 12: Course review and exam preparation Lecturer: Hugh Bainbridge	Topic 11: Social responsibility and ethics	Peer review due by noon Friday, 26 th May. SONA studies must be completed by Friday, 26 th May at 5pm
Week 13 29 May	NO LECTURES	Topic 12: Course review	

