



Course Outline 2017

BUSMGMT 701: Professional Development Module 1 (7.5 POINTS)

Quarter 2 (1174)

Course Prescription

Establishes an understanding of the complexity of organisational contexts and the challenges and issues which confront managers. Provides opportunities for the development of applied communication skills and personal career planning strategies to become an agile, reflective professional.

Goals of the Course

There are four professional development modules delivered as a series and designed to build the skills graduates need to become principled professionals, capable of independent thought and action, who work well with others and are influential in their organisations.

This module is the first of the series and addresses the skills and attitudes associated with professionalism within a sustainable business environment. The module establishes personal behaviours and principles within the context of a complex world. Students identify the behaviours and principles that will guide their future career and life decisions.

Learning Outcomes

By the end of this course it is expected that the student will be able to:

1. Create a plan for their ongoing personal and professional development in preparation for entering the workplace
2. Analyse team dynamics and identify the challenges of, and coping strategies for, working in diverse teams.
3. Demonstrate academic writing skills in the analysis and critique of case studies
4. Demonstrate effective professional communication skills ;
5. Use a range of frameworks, commentaries and business opinion to analyse the future of work and changing organisational contexts.

Content Outline

The structure of this course comprises:

- Weekly 1hr tutorial
- Fortnightly 3hr workshop

The weekly tutorials focus on a series of case studies and discussions on the main topics covered in the workshops. The content of the workshops is as follows:

Workshop 1	Self-analysis and Personal Development Planning
Workshop 2	Team Dynamics – The Everest Challenge
Workshop 3	Dialogue – role, trust, feedback
Workshop 4	The Future of Work

Learning and Teaching

Please note that students are expected to attend all tutorials and workshops, participate in discussion, and read required materials. Tutorials will be used for a combination of applied discussions of case studies and/or skill development and/or reflections on learning from workshops. The workshops will be used for a series of professional skill development practices and will be highly participative.

In addition to attending classes, students should be prepared to spend about another **six hours per week** on activities related to this course. These activities include carrying out the required readings, application and practice of professional skills, and preparing for assignments.

Teaching Staff

Teaching staff will be a team supplemented on occasion by professional facilitators:

- Mr. Jolyon Allen
Mob: 021 795101
jolyon.allen@auckland.ac.nz

Office Hours: Tuesday 3-4 pm
Wednesday 1- 3 pm

Learning Resources

All course materials may be found on the BUSMG701 Course Page, which can be accessed via Canvas.

Assessment

Workshop Scenario x 2	35%
PDP draft and Final	20%
Individual video presentation	45%
Total	100%

The broad relationship between these assessments and the course learning outcomes is as follows:

Learning Outcome	Workshop Scenario	PDP Draft and Final	Individual Presentation
1		X	
2	X		
3	X	X	
4			X
5	X	X	X

Inclusive Learning

Students are urged to discuss privately any impairment-related requirements face- to-face and/or in written form with the course convenor/lecturer and/or tutor.

Student Feedback

This course has undergone a number of changes as a result of feedback and input from a number of staff as to the particular requirements needed to satisfy the criteria expected to be included by the accounting profession. There have also been personnel changes involving the staff responsible for teaching the course.

Feedback on the content of the course and its delivery are sought during the course by the teaching staff through the medium of fast feedback during the course. In addition formal course evaluations are carried out at the end of the course. As a result of feedback, some changes have been implemented this quarter. These include more contents on how contracts are administered and managed and how to comply with the law regarding misleading conduct.

Your feedback, both during the course and at its completion, is sought and encouraged. You can contact your class representatives to pass on your feedback to ensure your anonymity or you can contact the teaching or program staff direct.

Class representatives will be chosen in the first week of the course and their details posted on Canvas.

Academic Integrity

The University of Auckland will not tolerate cheating, or assisting others to cheat, and views cheating in coursework as a serious academic offence. The work that a student submits for grading must be the student's own work, reflecting his or her learning. Where work from other sources is used, it must be properly acknowledged and referenced. This requirement also applies to sources on the world-wide web. A student's assessed work may be reviewed against electronic source material using computerised detection mechanisms. Upon reasonable request, students may be required to provide an electronic version of their work for computerised review.

In the event of an unexpected disruption

We undertake to maintain the continuity and standard of teaching and learning in all your courses throughout the year. If there are unexpected disruptions, the University has contingency plans to ensure that access to your course continues and your assessment is fair, and not compromised. Some adjustments may need to be made in emergencies. In the event of a disruption, the University and your course coordinators will make every effort to provide you with up-to-date information via Canvas and the university website.