UNSW Course Outline

ACCT5949 Managing Agile Organisations - 2024

Published on the 25 Aug 2024

General Course Information

Course Code : ACCT5949
Year : 2024
Term : Term 3
Teaching Period : T3
Is a multi-term course? : No
Faculty : UNSW Business School
Academic Unit : School of Accounting, Auditing and Taxation
Delivery Mode : In Person
Delivery Format : Standard
Delivery Location : Kensington
Campus : Sydney
Study Level : Postgraduate
Units of Credit : 6

Useful Links

Handbook Class Timetable

Course Details & Outcomes

Course Description

This course is tailored for aspiring managers and professionals eager to refine their resource management skills in today's fast-paced and competitive business landscape. Through a curated mix of contemporary and foundational readings, you will learn to effectively mobilize resources

to foster and maintain organizational agility. By the end of the course, you'll gain a deeper understanding of how agile organizations operate, enabling you to critically reflect on and shape relevant practices. This knowledge prepares you for future leadership roles, by enabling you to be a more effective manager in driving and leading agile organizations.

Course Aims

This course aims to make you a more informed and effective strategic resource manager in today's turbulent competitive environment. The course provides a set of concepts and experiences that will enable you to develop a more reflective and critical understanding of agile organisations in action, as well as providing frames that will help to shape how you engage with and influence relevant organisational practices.

No prior knowledge is required to undertake this course. This course is designed for business students, such as experts in accounting, economics, finance, business law, marketing, and information technology, who aspire to managerial and leadership roles in agile organisations.

Course Learning Outcomes

Course Learning Outcomes	Program learning outcomes
CLO1 : Describe the nature of agile organisations, leadership and management and resources.	
CLO2 : Explain and critically analyse the various resources available to facilitate managerial work in agile organisations.	• PLO1 : Business Knowledge • PLO2 : Problem Solving • PLO3 : Business Communication • PLO5 : Responsible Business Practice
CLO3 : Apply the concepts learned in this course to practice and case scenarios.	• PLO1 : Business Knowledge • PLO2 : Problem Solving • PLO3 : Business Communication • PLO4 : Teamwork • PLO5 : Responsible Business Practice
CLO4 : Evaluate and justify choices of managerial practices in particular situations.	• PLO1 : Business Knowledge • PLO2 : Problem Solving • PLO3 : Business Communication
CLO5 : Work both independently and collaboratively to complete tasks.	
CLO6 : Construct written work which is logically and professionally presented.	• PLO1 : Business Knowledge • PLO3 : Business Communication • PLO7 : Leadership Development
CLO7 : Communicate ideas in a succinct and clear manner.	• PLO1 : Business Knowledge • PLO3 : Business Communication • PLO7 : Leadership Development
CLO8 : Work collaboratively in a global community.	• PLO1 : Business Knowledge • PLO3 : Business Communication • PLO4 : Teamwork • PLO6 : Global and Cultural Competence • PLO7 : Leadership Development

Course Learning Outcomes	Assessment Item
CLO1 : Describe the nature of agile organisations, leadership and management and resources.	• Assessment 1: Quizzes - Short Answer Questions • Assessment 2: Individual Assessment - Essay (Blog style) and Presentation (Vlog style) • Assessment 3: Group Assessment - Agile Organization Report, Presentation and Participation
CLO2 : Explain and critically analyse the various resources available to facilitate managerial work in agile organisations.	• Assessment 4: Self-Reflection and Professional Development Report • Assessment 1: Quizzes - Short Answer Questions • Assessment 2: Individual Assessment - Essay (Blog style) and Presentation (Vlog style) • Assessment 3: Group Assessment - Agile Organization Report, Presentation and Participation
CLO3 : Apply the concepts learned in this course to practice and case scenarios.	• Assessment 4: Self-Reflection and Professional Development Report • Assessment 1: Quizzes - Short Answer Questions • Assessment 2: Individual Assessment - Essay (Blog style) and Presentation (Vlog style) • Assessment 3: Group Assessment - Agile Organization Report, Presentation and Participation
CLO4 : Evaluate and justify choices of managerial practices in particular situations.	• Assessment 4: Self-Reflection and Professional Development Report • Assessment 1: Quizzes - Short Answer Questions • Assessment 2: Individual Assessment - Essay (Blog style) and Presentation (Vlog style) • Assessment 3: Group Assessment - Agile Organization Report, Presentation and Participation
CLO5 : Work both independently and collaboratively to complete tasks.	• Assessment 4: Self-Reflection and Professional Development Report • Assessment 1: Quizzes - Short Answer Questions • Assessment 2: Individual Assessment - Essay (Blog style) and Presentation (Vlog style) • Assessment 3: Group Assessment - Agile Organization Report, Presentation and Participation
CLO6 : Construct written work which is logically and professionally presented.	• Assessment 4: Self-Reflection and Professional Development Report

	• Assessment 2: Individual Assessment - Essay (Blog style) and Presentation (Vlog style) • Assessment 3: Group Assessment - Agile Organization Report, Presentation and Participation
CLO7 : Communicate ideas in a succinct and clear manner.	• Assessment 4: Self-Reflection and Professional Development Report • Assessment 2: Individual Assessment - Essay (Blog style) and Presentation (Vlog style) • Assessment 3: Group Assessment - Agile Organization Report, Presentation and Participation
CLO8 : Work collaboratively in a global community.	• Assessment 3: Group Assessment - Agile Organization Report, Presentation and Participation

Learning and Teaching Technologies

Moodle - Learning Management System

Assessments

Assessment Structure

Assessment Item	Weight	Relevant Dates	Program learning outcomes
Assessment 1: Quizzes - Short Answer Questions Assessment Format: Individual	20%	Start Date: Please refer to Detailed Assessment Description above Due Date: Please refer to Detailed Assessment Description above	• PLO1 : Business Knowledge • PLO2 : Problem Solving
Assessment 2: Individual Assessment - Essay (Blog style) and Presentation (Vlog style) Assessment Format: Individual	30%	Start Date: Week 3 Due Date: 28/06/2024 06:00 PM	• PLO1 : Research Excellence • PLO3 : Business Communication • PLO7 : Leadership Development
Assessment 3: Group Assessment - Agile Organization Report, Presentation and Participation Assessment Format: Group	30%	Start Date: Teams Allocated Post Census Date Due Date: 30/07/2024 11:59 PM	• PLO1 : Business Knowledge • PLO2 : Problem Solving • PLO3 : Business Communication • PLO4 : Teamwork • PLO7 : Leadership Development
Assessment 4: Self-Reflection and Professional Development Report Assessment Format: Individual	20%	Start Date: Not Applicable Due Date: 11/08/2024 11:59 PM	

Assessment Details

Assessment 1: Quizzes - Short Answer Questions

Assessment Overview

This task requires students to demonstrate their understanding of the key readings and theories, and the ability to apply the concepts to organizational agility. You will complete multiple choice and short answer questions within a time.

Assesses: PLO1, PLO2

Course Learning Outcomes

- CLO1 : Describe the nature of agile organisations, leadership and management and resources.

- CLO2 : Explain and critically analyse the various resources available to facilitate managerial work in agile organisations.
- CLO3 : Apply the concepts learned in this course to practice and case scenarios.
- CLO4 : Evaluate and justify choices of managerial practices in particular situations.
- CLO5 : Work both independently and collaboratively to complete tasks.

Detailed Assessment Description

MULTIPLE CHOICE and SHORT ANSWER QUESTIONS (20%)

Required: You are required to complete four (4) online quizzes at regular intervals throughout the course. Each quiz will comprise five (5) questions (MCQ and Short Answer Questions) worth one (1) mark each, with a total of 5 marks per quiz for an overall total of 20 marks.

If you have any difficulties completing the assessment, you should contact the Lecturer in Charge (LIC) as soon as possible.

Quiz Topics: Course Readings, In-class Activities, Lectures.

Quiz Schedule:

Quiz 1: Topics 1 and 2. Open: 7 June; 17:00; Close 14 June; 17:00

Quiz 2: Topics 3 and 4. Open: 21 June; 17:00; Close 28 June; 17:00

Quiz 3: Topics 5 and 6. Open: 12 July; 17:00; Close 19 July; 17:00

Quiz 4: Topics 7 and 8. Open: 26 July; 17:00; Close 28 July; 23:59 (note that Quiz 4 closes early to allow students to focus on Assessment 3 Case Study Report and in-class Presentation)

Quiz duration: 15 minutes for each quiz.

Description: These questions require you to apply the learnings from the readings, in-class activities and lectures to the course concepts. These questions will help you focus on the main points within the readings and improve your research, communication, and analytical skills. The questions will be multiple-choice or short answers (not exceeding 150 words)

Assessment Length

15 minutes each quiz.

Submission notes

Online

Assignment submission Turnitin type

Not Applicable

Generative AI Permission Level

Simple Editing Assistance

In completing this assessment, you are permitted to use standard editing and referencing functions in the software you use to complete your assessment. These functions are described below. You must not use any functions that generate or paraphrase passages of text or other media, whether based on your own work or not.

If your Convenor has concerns that your submission contains passages of AI-generated text or media, you may be asked to account for your work. If you are unable to satisfactorily demonstrate your understanding of your submission you may be referred to UNSW Conduct & Integrity Office for investigation for academic misconduct and possible penalties.

For more information on Generative AI and permitted use please see here.

Assessment 2: Individual Assessment - Essay (Blog style) and Presentation (Vlog style)

Assessment Overview

This task requires students to demonstrate their understanding of the key reading and leadership theories, the ability to critically evaluate and synthesise and practice leadership concepts and to communicate effectively. You will analyse an assigned leader and prepare (a) presentation and (b) essay recommending an individual's leadership style within a leadership framework.

Assesses: PLO1, PLO2, PLO3

Course Learning Outcomes

- CLO1 : Describe the nature of agile organisations, leadership and management and resources.
- CLO2 : Explain and critically analyse the various resources available to facilitate managerial work in agile organisations.
- CLO3 : Apply the concepts learned in this course to practice and case scenarios.
- CLO4 : Evaluate and justify choices of managerial practices in particular situations.
- CLO5 : Work both independently and collaboratively to complete tasks.
- CLO6 : Construct written work which is logically and professionally presented.
- CLO7 : Communicate ideas in a succinct and clear manner.

Detailed Assessment Description

BLOG and VLOG (30%)

<u>**Submission Deadline BLOG and VLOG:**</u> June 28 2024 18:00

<u>**Required:**</u> You are required to complete a BLOG and VLOG addressing several tasks on an assigned leader from business, popular culture, politics or other field of interest.

Leaders will be assigned in lectures during week 3.

<u>**BLOG and VLOG Audience:**</u> Other Managing Agile Organisations students who are interested in your article and may have heard of your Leader but are not experts.

Please refer to Moodle for instructions on how to upload your submissions.

If you have any difficulties completing the assessment, you should contact the Lecturer in Charge (LIC) as soon as possible.

<u>Part A: BLOG (15%)</u>

Your BLOG must address the following:

1. **Explain** and **analyse** your assigned leader's *action logic* characterising their leadership. (5 marks)
2. Briefly **outline** your assigned leader's situation (the time, place, and domain) within the context of your analysis of their action logic. (5 marks)
3. **Explain** and **illustrate** your assigned leader's *characteristics. (5 marks)*

BLOG Word Limit: 800 words (this does not include the abstract and reference list)

Description: You are required to submit a discussion paper written in your own words in a BLOG style of a popular press article. For more information regarding the format and structure of the BLOG please visit Harvard Business Review Blog (see: https://hbr.org).

Purpose: The purpose of the BLOG is to identify academic research, learn how to locate relevant information within research articles, apply essential concepts from the course to an example of a leader, and practice your analytical writing skills. This blog will help you improve your research, communication, ethical analysis and report-writing skills. You must use the Harvard referencing style and reference at least three (3) peer-reviewed articles.

<u>Part B: VLOG (15%)</u>

Your VLOG must address the following:

1. *Design* a virtual background for your vlog that aligns with and characterises the essential *action logic* of your assigned leader's leadership. (5 marks)
2. *Prepare* and *deliver* a vlog presentation about your assigned leader's *action logic* and *characteristics*. (10 marks)

VLOG Time Limit: 3 minutes (+/- 10%)

Description: Your VLOG must incorporate a summary of your BLOG, including specific examples of your assigned leader's performance and attributes to illustrate your argument points. Remember that spoken English will differ from formal written English.

Assessment Length

Please refer to Detailed Assessment Description

Submission notes

Turnitin and Moodle

Assignment submission Turnitin type

This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

Generative AI Permission Level

Simple Editing Assistance

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Assessment 3: Group Assessment - Agile Organization Report, Presentation and Participation

<u>Assessment Overview</u>

This task requires students to demonstrate their understanding of the key readings, theories and practice, the ability to critically evaluate and synthesise and practice organisational agility concepts to sustainable business decisions, to collaborate and communicate effectively. You will work as a team analysing a case study and prepare a group (a) presentation, (b) report and (c) active team participation recommending business solutions.

Assesses: PLO1, PLO2, PLO3, PLO4, PLO6, PLO7

<u>Course Learning Outcomes</u>

- CLO1 : Describe the nature of agile organisations, leadership and management and resources.
- CLO2 : Explain and critically analyse the various resources available to facilitate managerial work in agile organisations.
- CLO3 : Apply the concepts learned in this course to practice and case scenarios.
- CLO4 : Evaluate and justify choices of managerial practices in particular situations.
- CLO5 : Work both independently and collaboratively to complete tasks.
- CLO6 : Construct written work which is logically and professionally presented.
- CLO7 : Communicate ideas in a succinct and clear manner.
- CLO8 : Work collaboratively in a global community.

<u>Detailed Assessment Description</u>

CASE STUDY REPORT, PRESENTATION, AND PARTICIPATION (30% = 15% Report + 10% Presentation + 5% Participation) – WEEK 10 in-class delivery

<u>Required:</u> As part of a team, you are required to research and submit a business case study report on a listed organisation and present a "Pecha Kuca' presentation to your peers.

Your team will assume the role of consultants and analyse your allocated organisation using appropriate concepts and theories from the course, as well as other methods and materials appropriate to address the detailed requirements.

<u>Team and Organisation allocations:</u>

- Teams will be decided/allocated post census date
- Teams will comprise 4 to 5 students. You can either choose your own teams or be allocated to a team
- Teams can choose an organisation from a list provided by the Lecturer in Charge (LIC).
- Once your team is decided, and you have chosen your organisation, you must email the LIC

with the following details:

- Team name (please create a name); Team Members Names; Team Members Student Id; Organisation. Note that organisations will be allocated on a first come, first served basis).

Please refer to Moodle for instructions on how to upload your submissions.

If you have any difficulties completing the assessment, you should contact the LIC as soon as possible.

PART A: CASE STUDY REPORT (15%)

Due date: Tuesday 30 July 2024; 23:59

Your Case Study Report must address the following:

1. Briefly outline the main activities and history of the case organisation. **(2.5 marks)**
2. Explain and illustrate why this organisation is known for its 'agility'. **(2.5 marks)**
3. Discuss how critical factors in the current environment present threats and opportunities related to this organisation's agility. **(5 marks)**
4. Based on your discussion in parts 1 to 3, make strategic and operational recommendations to senior management regarding preserving and enhancing the case organisation's agility. **(5 marks)**

Report Word Limit: 3,000 words (this does not include the executive summary and reference list).

You must use the Harvard referencing style and reference at least three (3) peer-reviewed articles. Any supporting charts and tables are to be contained in an Appendix (up to three charts and three tables).

PART B: PRESENTATION (10%)

Slides due date: Tuesday 30 July 2024; 23:59

Presentation delivery date: Week 10 lecture

As a team, you are required to develop and deliver a presentation to management using the PECHA KUCHA format.

Your presentation incorporates the organisation and knowledge gained from your case study report and needs to include the following **(5 marks)**

1. The nature of agility,
2. The importtance of agility to organisational performance and,
3. Given the nature of their business environment, the main strategic and operational recommendations for preserving and enhancing organisational agility?

Your PECHA KUCHA formatted presentation must comply with the following **(5 marks)**

- Twenty PowerPoint slides in total.
- Each slide must be on an automatic timer for 20 seconds only.
- Slides must contain graphic images with no added text. (The only exception is the inclusion of your organisation's name, or preferably their logo)
- Each team member has to speak, if only for a short time - whether this be in the delivery of the presentation, or the Q&A.

You are required to attend all presentations, and all team members must contribute to the design and delivery of their presentation. Your marks are dependent on your contribution. Your team must decide how to equititibly allocate tasks related to your presentation.

Description: This project enablee you to apply essential concepts from the course to an example of business practice and to practice your case analysis and report writing skills. The project will help you improve your skills in project management, team dynamics, research, communication, ethical review and report writing.

PART C: PARTICIPATION (5%)

This mark will be derived from a survey incorporating peer assessment relating to your participation in the development of the Cases Study Report and Presentation.

Assessment Length

3,000word Case Study Report + 20 Slide Pecha Kucha Presentation

Submission notes

Turnitin and Class Group Presentation

Assignment submission Turnitin type

This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

Generative AI Permission Level

Simple Editing Assistance

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Assessment 4: Self-Reflection and Professional Development Report

Assessment Overview

This task requires students to demonstrate their understanding of the key reading, theories and practice, the ability to critically evaluate and synthesise self and organisational agility theoretical knowledge, ideas, and practice to sustainable business, and learning decisions and to communicate effectively. You will be analysing a key reading and prepare a report recommending personalised business development solutions and career strategy for life-long learning.

Assesses: PLO2, PLO3

Course Learning Outcomes

- CLO2 : Explain and critically analyse the various resources available to facilitate managerial work in agile organisations.
- CLO3 : Apply the concepts learned in this course to practice and case scenarios.
- CLO4 : Evaluate and justify choices of managerial practices in particular situations.
- CLO5 : Work both independently and collaboratively to complete tasks.
- CLO6 : Construct written work which is logically and professionally presented.
- CLO7 : Communicate ideas in a succinct and clear manner.

Detailed Assessment Description

SELF-REFLECTION ESSAY (20%)

Essay due date: Week 11 Sunday August 11; 23:59

Required: Analyse a key reading and prepare an essay style report recommending personalised business development solutions and a career strategy for life-long learning.

Compulsory reference is on Moodle: Zimmerman, B.J., 2002, "Achieving Academic Excellence: A

Self-Regulatory Perspective" in Ferrari, M. (ed) The Pursuit of Excellence Through Education. Lawrence, Erlbaum Associates, Mahwah, NJ, pp.85-110.

Your essay must address the following:

1. Demonstrate analysis and understanding of the compulsory reference, as well as utilising any course or additional materials to form your argument. **(5 marks)**
2. Explain and illustrate self-reflection and what you learnt about your learning style by utilising examples displaying self-regulated learning characteristics during this course. **(7.5 marks)**
3. Illustrate your synthesis of adjustments from current to desired performance by providing an action plan (development plan) **(7.5 marks)**

Essay Word Limit: 1,000 words and does not include the abstract or the reference list. The essay must use the Harvard referencing style.

Description: Over this term, we have focused considerable attention on agility in practice, examining both individual and organisational factors. The final assignment requires self-reflection, demonstrating awareness of what you have learnt about your characteristics as a learner and learning style. Additionally, creating adjustments from your current to your desired performance by providing an individual development plan offers some options regarding how to regulate both learning and performance. In your essay, your discussion draws upon Zimmerman's (2002) framework, course material and any other content, experiences or activities to demonstrate an informed view.

This essay explores how you gained awareness of yourself, how you learn and where you can apply these learnings in your future career. It is not about what you learnt or representing the course contents. Dialogue points:

- What do you believe are the strengths of your work?
- What areas of development do you detect?
- What could have been done differently?
- Which tasks would you have done differently?
- How would you adjust your work to achieve better results?
- What milestones for tasks could use feedback at a point in time to inform your progress?

If you have any difficulties completing the assessment, you should contact the LIC as soon as possible.

Assessment Length

1,000 Words

<u>Submission notes</u>

Turnitin

<u>Assignment submission Turnitin type</u>

This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

<u>Generative AI Permission Level</u>

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General Assessment Information

As a student at UNSW you are expected to display academic integrity in your work and interactions. Where a student breaches the UNSW Code of Conduct with respect to academic integrity, the University may take disciplinary action. To assure academic integrity, you may be required to demonstrate reasoning, research and the process of constructing work submitted for assessment.

To assist you in understanding what academic integrity means, and how to ensure that you do comply with the UNSW Code of Conduct, it is strongly recommended that you complete the Working with Academic Integrity module before submitting your first assessment task. It is a free, online self-paced Moodle module that should take about one hour to complete.

You are expected to complete all assessment tasks for your courses in the School of Accounting, Auditing & Taxation. In some courses, there will be a minimum pass mark required on the final exam due to the need to assure individual mastery of specific course learning outcomes for accounting accreditation requirements. Where applicable this is explained in the assessment section of this course outline.

Grading Basis

Standard

Requirements to pass course

In order to pass this course, you must:

- achieve a composite mark of at least 50 out of 100;
- meet any additional requirements described in the Assessment Summary section.

You are expected to attempt all assessment requirements in the course.

Course Schedule

Teaching Week/Module	Activity Type	Content
Week 1 : 9 September - 15 September	Lecture	Topic 1: What is an agile organisation? Prior readings
Week 2 : 16 September - 22 September	Lecture	Topic 2: What is managing? Prior readings
	Assessment	Assessment 1: Quiz 1; 5 questions; 5 Marks MCQ and Short Answer Questions based on Topics 1 and 2 Submission Deadline: 22 Sep 17:00
Week 3 : 23 September - 29 September	Lecture	Topic 3: What is leadership? Prior readings Attendance Required: Assessment 2 Leader Allocations
Week 4 : 30 September - 6 October	Lecture	Topic 4: Organisational structures Prior readings
	Assessment	Assessment 1: Quiz 2; 5 questions; 5 Marks MCQ and Short Answer Questions based on Topics 3 and 4 Submission Deadline: 6 Oct 17:00
Week 5 : 7 October - 13 October	Lecture	Topic 5: Frames for interactions Prior readings
	Assessment	Assessment 2: BLOG and VLOG submission due Confirm submission procedures in moodle Assessment 3: Organisation and Group Allocations
Week 6 : 14 October - 20 October	Homework	Term 2 Flexibility Week
Week 7 : 21 October - 27 October	Lecture	Topic 6: Power Prior readings.
	Assessment	Assessment 1: Quiz 3; 5 questions; 5 Marks MCQ and Short Answer Questions based on Topics 5 and 6 Submission Deadline: 27 Oct 17:00
Week 8 : 28 October - 3 November	Lecture	Topic 7: Organisational Culture Prior Readings
Week 9 : 4 November - 10 November	Lecture	Topic 8: Time Space and Ethics Prior Readings
	Assessment	Assessment 1: Quiz 4; 5 questions; 5 Marks MCQ and Short Answer Questions based on Topic 7 and 8 Note that Quiz for submission deadline is at the end of week 9 and includes content from Topics 7 and 8.
Week 10 : 11 November - 17 November	Assessment	Group Assignment: Case Study Report Submission Group Presentation Delivery in class
Week 11 : 18 November - 24 November	Assessment	Assessment 4 Submission Self-reflection and Professional Development Report

Attendance Requirements

Please note that lecture recordings are not available for this course. Students are strongly encouraged to attend all classes and contact the Course Authority to make alternative arrangements for classes missed.

General Schedule Information

Week 3 - Assessment 2 Leaders Allocated

Week 5 - Assessment 3 Organisations and Groups Confirmed/Allocated

Week 10 - Assessment 3 Pecha Kucha Group Presentations Delivered

Course Resources

Prescribed Resources

Students will be provided with pre-lecture reading Research Papers and Activities on Moodle.

Course Evaluation and Development

Course evaluation is incorporated for continual improvement of both the course and overall student experience.

Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Lecturer	Anthea Hickey		Kensington	0414800750	Email and after class.	No	Yes

Other Useful Information

Academic Information

COURSE POLICIES AND SUPPORT

The Business School expects that you are familiar with the contents of this course outline and the UNSW and Business School learning expectations, rules, policies and support services as listed below:

- Program Learning Outcomes
- Academic Integrity and Plagiarism
- Student Responsibilities and Conduct
- Special Consideration
- Protocol for Viewing Final Exam Scripts
- Student Learning Support Services

Further information is provided on the Policies and Guidelines page.

Students may not circulate or post online any course materials such as handouts, exams, syllabi or similar resources from their courses without the written permission of their instructor.

STUDENT LEARNING OUTCOMES

The Course Learning Outcomes (CLOs) – under the Outcomes tab – are what you should be able to demonstrate by the end of this course, if you participate fully in learning activities and successfully complete the assessment items.

CLOs also contribute to your achievement of the Program Learning Outcomes (PLOs), which are developed across the duration of a program. PLOs are, in turn, directly linked to UNSW graduate capabilities. More information on Coursework PLOs is available on the Policies and Guidelines page. For PG Research PLOs, including MPDBS, please refer to UNSW HDR learning outcomes.

Academic Honesty and Plagarism

As a student at UNSW you are expected to display academic integrity in your work and interactions. Where a student breaches the UNSW Code of Conduct with respect to academic integrity, the University may take disciplinary action. To assure academic integrity, you may be required to demonstrate reasoning, research and the process of constructing work submitted for assessment.

To assist you in understanding what academic integrity means, and how to ensure that you do comply with the UNSW Code of Conduct, it is strongly recommended that you complete the Working with Academic Integrity module before submitting your first assessment task. It is a free, online self-paced Moodle module that should take about one hour to complete.

Submission of Assessment Tasks

SHORT EXTENSIONS

Short Extension is a new process that allows you to apply for an extended deadline on your assessment without the need to provide supporting documentation, offering immediate approval during brief, life-disrupting events. Requests are automatically approved once submitted.

Short extensions are ONLY available for some assessments. Check your course outline or Moodle to see if this is offered for your assessments. Where a short extension exists, all students enrolled in that course in that term are eligible to apply. Further details are available the UNSW Current Students page.

SPECIAL CONSIDERATION

You can apply for special consideration when illness or other circumstances beyond your control interfere with your performance in a specific assessment task or tasks, including online exams. Special consideration is primarily intended to provide you with an extra opportunity to demonstrate the level of performance of which you are capable.

Applications can only be made online and will NOT be accepted by teaching staff. Applications will be assessed centrally by the Case Review Team, who will update the online application with the outcome and add any relevant comments. The change to the status of the application immediately sends an email to the student and to the assessor with the outcome of the application. The majority of applications will be processed within 3-5 working days.

For further information, and to apply, see Special Consideration on the UNSW Current Students page.

LATE SUBMISSION PENALTIES

LATE SUBMISSION PENALTIES

For assessments other than examinations, late submission will incur a penalty of 5% per day or part thereof (including weekends) from the due date and time. An assessment will not be accepted after 5 days (120 hours) of the original deadline unless special consideration has been approved. In the case of an approved Equitable Learning Plan (ELP) provision, special consideration or short extension, the late penalty applies from the date of approved time extension. After five days from the extended deadline, the assessment cannot be submited.

An assessment is considered late if the requested format, such as hard copy or electronic copy, has not been submitted on time or where the 'wrong' assessment has been submitted.

For assessments which account for 10% or less of the overall course grade, and where answers are immediately discussed or debriefed, the LIC may stipulate a different penalty. Details of such late penalties will be available on the course Moodle page.

FEEDBACK ON YOUR ASSESSMENT TASK PERFORMANCE

Feedback on student performance from formative and summative assessment tasks will be provided to students in a timely manner. Assessment tasks completed within the teaching period of a course, other than a final assessment, will be assessed and students provided with feedback, with or without a provisional result, within 10 working days of submission, under normal circumstances. Feedback on continuous assessment tasks (e.g. laboratory and studio-based, workplace-based, weekly quizzes) will be provided prior to the midpoint of the course.

Faculty-specific Information

PROTOCOL FOR VIEWING FINAL EXAM SCRIPTS

UNSW students have the right to view their final exam scripts, subject to a small number of very specific exemptions. The UNSW Business School has set a protocol under which students may view their final exam script. Individual schools within the Faculty may also set up additional local processes for viewing final exam scripts, so it is important that you check with your School.

If you are completing courses from the following schools, please note the additional school-specific information:

- Students in the **School of Accounting, Auditing & Taxation** who wish to view their final examination script should also refer to this page.
- Students in the **School of Banking & Finance** should also refer to this page.
- Students in the **School of Information Systems & Technology Management** should also refer to this page.

COURSE EVALUATION AND DEVELOPMENT

Feedback is regularly sought from students and continual improvements are made based on this feedback. At the end of this course, you will be asked to complete the myExperience survey, which provides a key source of student evaluative feedback. Your input into this quality enhancement process is extremely valuable in assisting us to meet the needs of our students and provide an effective and enriching learning experience. The results of all surveys are carefully considered and do lead to action towards enhancing educational quality.

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.

TEACHING TIMES AND LOCATIONS

Please note that teaching times and locations are subject to change. Students are strongly advised to refer to the Class Timetable website for the most up-to-date teaching times and locations.

School Contact Information

The policies regarding staff contact in the School of Accounting, Auditing and Taxation are as follows:

- All questions regarding course administration should be directed to the Lecturer-in-charge.
- The full-time staff will be available for consultation starting from Weeks 2 to 10 and STUVAC period.
- Consultation hours will be advised on the course Moodle page in a consolidated timetable.
- Students are encouraged to consult with staff during online consultation sessions. Consultation will not be provided via email or phone.
- Consultation times during STUVAC period will likely vary to the regular consultation during Term and be posted on the course webpage later in the Term.

While emails to staff should be a rare occurrence as noted above, in instances where it is warranted, please make sure that:

- You use your UNSW email address when corresponding with the teaching staff on this course. Emails from other addresses (such as Hotmail, Gmail, Yahoo, 126, QQ, etc.) are not accepted and will not be replied to.
- You must use an appropriate communication level with staff. Emails and discussion forum posts that use short-hand and "Texting" language are not acceptable, and communication must be in English. If your email cannot be understood then staff will not reply.
- You must identify yourself by your full name, student ID and tutorial day and time.
- Please be aware that Staff will not necessarily reply to students to inform them if their emails are non-compliant.
- Full-time teaching staff only answer emails during regular working hours of Monday to Friday

9am-5pm. Tutoring staff often have other jobs and require 48 hours within regular business office hours to reply to emails.

Complaints about the assessment and other aspects of this course should be directed in the first instance to the Lecturer-in-Charge (or Course Convenor) and if still unsatisfied with the response received then you are directed to contact the School of Accounting, Auditing & Taxation Grievance Officer, details available here: https://www.unsw.edu.au/business/our-schools/accounting-auditing-taxation/contact-us