



## UNSW Course Outline

# COMM5203 Social and Environmental Outcomes Measurement - 2024

Published on the 25 Aug 2024

## General Course Information

Course Code : COMM5203

Year : 2024

Term : Term 3

Teaching Period : T3

Is a multi-term course? : No

Faculty : UNSW Business School

Academic Unit : UNSW Business School

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

Across government, business, and the not-for-profit sector there is a growing demand for

organisations to measure their social and environmental outcomes and impact while social enterprises in particular rely on the ability to evaluate and communicate their social and financial impact for investment and scalability. Yet measuring outcomes and impact is not a straightforward process. What and how to measure, how to communicate outcomes and impact effectively, and how to manage the process of evaluation within an organisation are just some of the associated challenges. Beginning with an examination of 'why measure', this course will then turn to a practical application of 'what and how to measure outcomes and impact', how to communicate social and environmental measurement outcomes and impact to key stakeholders, and conclude with an assessment of how an outcomes and impact framework might facilitate organisations to deliver on their mission, support organisational learning, and provide capacity for organisational change and sustainability.

## Course Aims

Social and Environmental Outcomes Measurement provides an overview and introduction to social and environmental impact assessment, outcome and indicator measurement, data collection methods and evaluation as well as the underpinning principles of process, impact and economic evaluation and social and environmental impact assessment. It examines some of the key impact measurement approaches increasingly used by leading third-sector organisations in Australia and internationally as well as by governments and large corporations. The course will provide the knowledge and tools necessary to understand and apply social impact frameworks and methodologies at a project and organisational level

# Course Learning Outcomes

| Course Learning Outcomes   |
|--|
| CLO1 : Identify and describe why, when and how organisations assess their social and environmental outcomes and impact (the theory, principles and frameworks of social and environmental outcomes measurement). |
| CLO2 : Critically analyse ethical and political considerations of impact assessment and approaches to outcomes measurement   |
| CLO3 : Differentiate between inputs, activities, outputs and outcomes, and develop SMART indicators to develop the program logic of a given program or initiative in an applied setting                          |
| CLO4 : Identify, describe and critically evaluate key methodologies for measuring social and environmental impact and their use in organisational change and sustainability                                      |

| Course Learning Outcomes   | Assessment Item  |
|--|--|
| CLO1 : Identify and describe why, when and how organisations assess their social and environmental outcomes and impact (the theory, principles and frameworks of social and environmental outcomes measurement). | <ul style="list-style-type: none"><li>• Evaluation Plan (Part A)</li><li>• Evaluation Plan (Part B)</li><li>• Evaluation Plan (Part C)</li><li>• Preparation and Participation</li></ul> |
| CLO2 : Critically analyse ethical and political considerations of impact assessment and approaches to outcomes measurement   | <ul style="list-style-type: none"><li>• Evaluation Plan (Part A)</li><li>• Evaluation Plan (Part B)</li><li>• Evaluation Plan (Part C)</li><li>• Preparation and Participation</li></ul> |
| CLO3 : Differentiate between inputs, activities, outputs and outcomes, and develop SMART indicators to develop the program logic of a given program or initiative in an applied setting                          | <ul style="list-style-type: none"><li>• Evaluation Plan (Part A)</li><li>• Evaluation Plan (Part B)</li><li>• Evaluation Plan (Part C)</li><li>• Preparation and Participation</li></ul> |
| CLO4 : Identify, describe and critically evaluate key methodologies for measuring social and environmental impact and their use in organisational change and sustainability                                      | <ul style="list-style-type: none"><li>• Evaluation Plan (Part A)</li><li>• Evaluation Plan (Part B)</li><li>• Evaluation Plan (Part C)</li><li>• Preparation and Participation</li></ul> |

## Learning and Teaching Technologies

Moodle - Learning Management System

## Additional Course Information

Links to all required and optional resources are on the reading list for your course in the UNSW Library's Leganto system, which you can access via your Moodle course. Please note you will need to login and may be required to enter your UNSW zID and zPass in order to access the

library site.

Required readings consist of core texts and their applications. Readings are chosen to provide both theoretical foundation and to illuminate their meaning and usage in professional contexts. The readings are not to be studied in detail but designed to initiate thinking and understanding of key themes in social systems and change.

# Assessments

## Assessment Structure

| Assessment Item  | Weight | Relevant Dates   |
|--|--------|--|
| Evaluation Plan (Part A)<br>Assessment Format: Individual<br>Short Extension: Yes (2 days) | 20%    | Due Date: 30/09/2024 05:00 PM                          |
| Evaluation Plan (Part B)<br>Assessment Format: Individual<br>Short Extension: Yes (2 days) | 20%    | Due Date: 21/10/2024 05:00 PM                          |
| Evaluation Plan (Part C)<br>Assessment Format: Individual<br>Short Extension: Yes (2 days) | 45%    | Due Date: 20/11/2024 05:00 PM                          |
| Preparation and Participation<br>Assessment Format: Individual                             | 15%    | Start Date: Not Applicable<br>Due Date: Not Applicable |

## Assessment Details

### Evaluation Plan (Part A)

#### Assessment Overview

Assignment 1 is the first part of an evaluation plan. In this assignment, you will identify a social or environmental issue and select a program addressing it. You will develop a problem tree, conduct a problem analysis, critique existing programs, describe the selected program, and perform a stakeholder analysis. This will lay the foundation for the evaluation plan.

#### Course Learning Outcomes

- CL01 : Identify and describe why, when and how organisations assess their social and environmental outcomes and impact (the theory, principles and frameworks of social and environmental outcomes measurement).
- CL02 : Critically analyse ethical and political considerations of impact assessment and approaches to outcomes measurement
- CL03 : Differentiate between inputs, activities, outputs and outcomes, and develop SMART indicators to develop the program logic of a given program or initiative in an applied setting
- CL04 : Identify, describe and critically evaluate key methodologies for measuring social and

environmental impact and their use in organisational change and sustainability

### **Detailed Assessment Description**

Assignment 1 is the first part of an evaluation plan. In this assignment, you will identify a social or environmental issue and select a program addressing it. You will develop a problem tree, conduct a problem analysis, critique existing programs, describe the selected program, and perform a stakeholder analysis. This will lay the foundation for the evaluation plan.

### **Assessment Length**

1000 words

### **Assignment submission Turnitin type**

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

### **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](#).

## **Evaluation Plan (Part B)**

### **Assessment Overview**

Building on your previous assignment 1, you will develop a detailed theory of change and conduct an evaluability assessment for the selected program. This includes evaluating the program's readiness for evaluation and developing specific evaluation questions to guide the impact assessment..

### **Course Learning Outcomes**

- CL01 : Identify and describe why, when and how organisations assess their social and environmental outcomes and impact (the theory, principles and frameworks of social and environmental outcomes measurement).
- CL02 : Critically analyse ethical and political considerations of impact assessment and

approaches to outcomes measurement

- CLO3 : Differentiate between inputs, activities, outputs and outcomes, and develop SMART indicators to develop the program logic of a given program or initiative in an applied setting
- CLO4 : Identify, describe and critically evaluate key methodologies for measuring social and environmental impact and their use in organisational change and sustainability

### **Detailed Assessment Description**

Building on your previous assignment 1, you will develop a detailed theory of change and conduct an evaluability assessment for the selected program. This includes evaluating the program's readiness for evaluation and developing specific evaluation questions to guide the impact assessment.

### **Assessment Length**

1000 words

### **Assignment submission Turnitin type**

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

### **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.

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For more information on Generative AI and permitted use please see [here](#).

## **Evaluation Plan (Part C)**

### **Assessment Overview**

In this final assignment, you will propose a methodology for measuring outcomes and develop a comprehensive evaluation plan for the selected program.

### **Course Learning Outcomes**

- CLO1 : Identify and describe why, when and how organisations assess their social and environmental outcomes and impact (the theory, principles and frameworks of social and environmental outcomes measurement).

- CLO2 : Critically analyse ethical and political considerations of impact assessment and approaches to outcomes measurement
- CLO3 : Differentiate between inputs, activities, outputs and outcomes, and develop SMART indicators to develop the program logic of a given program or initiative in an applied setting
- CLO4 : Identify, describe and critically evaluate key methodologies for measuring social and environmental impact and their use in organisational change and sustainability

### **Detailed Assessment Description**

In this final assignment, you will propose a methodology for measuring outcomes and develop a comprehensive evaluation plan for the selected program.

### **Assessment Length**

2500 words

### **Assignment submission Turnitin type**

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

### **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](#).

## **Preparation and Participation**

### **Assessment Overview**

This component assesses your level of preparation for the class and your informed contributions to activities throughout the term. Marks will not be awarded for simply attending class. You are required to be actively involved in the course. This may involve raising questions, making insightful comments or proposing or building on ideas to solve problems. In order to participate in an informed manner, it is essential that you have completed the weekly materials before attending class.

## Course Learning Outcomes

- CL01 : Identify and describe why, when and how organisations assess their social and environmental outcomes and impact (the theory, principles and frameworks of social and environmental outcomes measurement).
- CL02 : Critically analyse ethical and political considerations of impact assessment and approaches to outcomes measurement
- CL03 : Differentiate between inputs, activities, outputs and outcomes, and develop SMART indicators to develop the program logic of a given program or initiative in an applied setting
- CL04 : Identify, describe and critically evaluate key methodologies for measuring social and environmental impact and their use in organisational change and sustainability

## Detailed Assessment Description

This component assesses your level of preparation for the class and your informed contributions to activities throughout the term. Marks will not be awarded for simply attending class. You are required to be actively involved in the course. This may involve raising questions, making insightful comments or proposing or building on ideas to solve problems. In order to participate in an informed manner, it is essential that you have completed the weekly materials before attending class.

## Assignment submission Turnitin type

Not Applicable

## Generative AI Permission Level

Not Applicable

Generative AI is not considered to be of assistance to you in completing this assessment. If you do use generative AI in completing this assessment, you should attribute its use.

For more information on Generative AI and permitted use please see [here](#).

## **General Assessment Information**

Full assessment details can be found in the Assessment Handbook on Moodle.

### **Viva Voce**

Any student may be called upon to provide a viva voce (from the Latin meaning 'living voice') for any assignment. A viva voce is an interview style meeting where you will be asked to explain, discuss, or use information related to any assignment or work produced for this course. These can be used to ascertain knowledge and ability including the extent to which the student has undertaken the required reading, done preparatory work and can demonstrate understanding of what they have written or presented. Viva voces are used in conjunction with submitted



assessment work not instead of submitted work.

## **Academic Integrity and Code of Conduct**

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.

## **Grading Basis**

Standard

## **Requirements to pass course**

This is a graded course. In order to pass this course, you must:

- achieve a composite mark of at least 50 out of 100;
- achieve a satisfactory result on any essential assessment components; and
- 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  | Seminar       | A problem tree, Vision,mission,values, goals and objective.   |
| Week 2 : 16 September - 22 September | Seminar       | Stakeholder analysis  |
| Week 3 : 23 September - 29 September | Seminar       | Theory of Change and Logic models   |
| Week 4 : 30 September - 6 October    | Seminar       | Types of Measurement and Evaluation questions, Theory driven evaluation   |
|                                      | Assessment    | Assessment 1 is due Monday 30 Sep (Week 4) by 5pm   |
| Week 5 : 7 October - 13 October      | Seminar       | Indicator development   |
| Week 6 : 14 October - 20 October     | Seminar       | Sustainability Measurement standards and guidelines &Sustainability measurement framework   |
| Week 7 : 21 October - 27 October     | Seminar       | Methodologies for Measuring Outcomes for sustainability, Economic assessment  |
|                                      | Assessment    | Assessment 2 is due Monday 21 Oct (Week 7) by 5pm   |
| Week 8 : 28 October - 3 November     | Seminar       | SROI  |
| Week 9 : 4 November - 10 November    | Seminar       | An investor and asset owner Perspective: ESG and Responsible Investment,& Communicating Evaluation Findings   |
| Week 10 : 11 November - 17 November  | Seminar       | Reflections on sustainability reporting, Utilizing Evaluation Results, & Mission-alignment approaches to demonstrate sustainability: Results-based accountability; Balanced Scorecard |
| Week 11 : 18 November - 24 November  | Assessment    | Assessment 3 is due Wednesday 20 Nov (Week 11) by 5pm   |

## 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.

## Course Resources

### Recommended Resources

The University and the Business School provide a wide range of support services for students, including:

Centre for Social Impact (CSI)

<http://www.csi.edu.au/>

Please direct any CSI education program, enrolment and administration queries here

**Email:** csistudents@unsw.edu.au **Phone:** (02) 8936 0990

**Business Student Centre**

<https://www.business.unsw.edu.au/students/resources/student-centre>

## **The Nucleus: Student Hub**

<https://nucleus.unsw.edu.au/en>

**Location:** Level 2, in the Main Library. (UNSW map location F21) **Phone:** (02) 9385 8500

## **Moodle eLearning Support**

For online help using Moodle, go to: <https://student.unsw.edu.au/moodle-support>

For technical support, **Email:** itservicecentre@unsw.edu.au ; **Phone:** (02) 9385 1333

## **Academic Skills Support**

[Academic Skills Support | UNSW Current Students](#)

Provides academic skills support services, including workshops and resources, for all UNSW students. See website for details.

## **Library services and facilities for students**

[Students \(unsw.edu.au\)](#)

## **IT Service Centre**

<https://www.myit.unsw.edu.au/>

Provides technical support to troubleshoot problems with logging into websites, downloading documents, etc.

**IT Walk-in Service Centres:** **Upper Campus IT Hub** - Room G06, D26 Biological Sciences Building (Next door to XS Cafe) ; **Middle Campus IT Hub** - G008, Ground Floor H13 Anita B Lawrence Centre

**Phone:** (02) 9385 1333

## **UNSW MindHub**

<https://www.student.unsw.edu.au/mindhub>

Provides support and services if you need help with your personal life, getting your academic life back on track or just want to know how to stay safe, including free, confidential counselling via Mental Health Connect

**Office:** Level 2, East Wing, Quadrangle Building; **Phone:** (02) 9385 5418; **Email:** counselling@unsw.edu.au

### **Equitable Learning Services (formally Disability Support Services)**

<https://student.unsw.edu.au/els>

A free and confidential service that provides practical support to ensure your mental or physical health conditions do not adversely affect your studies.

**Phone:** (02) 8374 9201; **Email:** els@unsw.edu.au

### **Nura Gili Student Success Team**

<https://www.indigenous.unsw.edu.au/current-students/student-success>

Our Student Success Team aim to enhance the student experience at UNSW. We work to equip all Aboriginal and Torres Strait Islander students at UNSW with the skills they need to thrive in an ever-changing and innovative world.

**Phone:** (02) 9385 3805; **Email:** nuragili@unsw.edu.au

## **Course Evaluation and Development**

### **Continual Course Improvement**

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.

Feedback channels include:

- In class surveys and Q & As
- UNSW's MyExperience

- End of term discussion and feedback

## Staff Details

| Position | Name      | Email | Location | Phone | Availability   | Equitable Learning Services Contact | Primary Contact |
|----------|-----------|-------|----------|-------|----------------|-------------------------------------|-----------------|
| Convenor | Misol Kim |       |          |       | By appointment | Yes                                 | 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 Plagiarism

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 submitted.

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.