USC

Course Outline

Code: HRM211
Title: Leadership for Organisations

School: Business
Teaching Session: Semester 1
Year: 2020
Course Coordinator: Dr Dan Abell
Course Moderator: Professor Karen Becker

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

1.   What is this course about?

1.1   Description

In this course, you will learn fundamental leadership knowledge and skills. Through the lens of human resource management, you will explore the role of leadership at the organisational level, which is associated with enhanced attraction and retention of higher performing staff. You will study leadership at individual, team and organisational levels, foundational leadership approaches, contemporary issues, and visionary and strategic leadership. The leadership qualities learnt in this course tend to be associated with higher levels of individual career progress, fulfilment and productivity.

1.2   Field trips, WIL placements or activities required by professional accreditation
N/A

2.   What level is this course?

200 level Developing – Applying broad and/or deep knowledge and skills to new contexts. May require pre-requisites and introductory level knowledge/skills. Normally undertaken in the 2nd or 3rd year of an undergraduate program.

3.   What is the unit value of this course?

12 units

4.   How does this course contribute to my learning?

Specific Learning Outcomes On successful completion of this course, you should be able to:	Assessment tasks You will be assessed on the learning outcomes in task/s:	Graduate Qualities or Professional Standards mapping Completing these tasks successfully will contribute to:
Apply knowledge of leadership to human resource management practice and challenges.	1, 2 and 3	Career ready. Knowledgeable.
Apply creative and critical thinking to leadership practice.	2 and 3	Creative and critical thinkers.
Demonstrate effective communication for the Human Resource Management profession.	2 and 3	Communication. Empowered. Engaged.
Demonstrate an understanding of effectively managing and working in teams in a human resource management context.	3	Collaboration. Empowered. Engaged.

5.   Am I eligible to enrol in this course?

Refer to the USC Glossary of terms for definitions of "pre-requisites, co-requisites and anti-requisites".

5.1   Enrolment restrictions

Nil

5.2   Pre-requisites

Nil

5.3   Co-requisites

Nil

5.4   Anti-requisites

Nil

5.5   Specific assumed prior knowledge and skills (where applicable)

N/A

6.   How am I going to be assessed?

6.1   Grading scale

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

6.2   Details of early feedback on progress

Assessment Task 1 preparation resources will provide sample questions for students to test knowledge and understanding in the early phases of the course.

6.3   Assessment tasks

Task No.	Assessment Product	Individual or Group	Weighting %	What is the duration / length?	When should I submit?	Where should I submit it?
1	Quiz	Individual	20%	1 hour	Week 4, Friday, Before 4pm (AEST)	Online Assignment Submission with Plagiarism check
2	Portfolio	Individual	50%	2000 words	Week 7, Thursday, Before 4pm (AEST)	Online Assignment Submission with Plagiarism check
3	Oral, and Written Piece	Group	30%	15 minutes & 1000 words	Week 12 13, at a time allocated by your marker.	Online Assignment Submission with Plagiarism check
			100%			

Assessment 1: Quiz

Goal:	To assess knowledge of leadership concepts and practice.
Product:	Quiz/zes
Format:	This is an individual assessment. This quiz is designed to test your content knowledge of the course material. The test includes multiple-choice questions on the topics covered in Weeks 1 to 3 (Chapter 1 to 4). Additional details will be provided in the Assessment area on Blackboard.
Criteria:	• Demonstrate knowledge of leadership in human resource management strategy and practice.

Assessment Task 2: Portfolio

Goal:	To capture and reflect upon the evolution of your leadership knowledge and understanding.
Product:	Portfolio
Format:	This is an individual assessment. 1. During tutorials, activities will be conducted exploring and developing your learning knowledge and understanding. 2. Develop these activities further outside of class, and submit a selection which showcase your learning. 3. Complete a learning reflection (using the template provided). Additional details will be provided in the Assessment area on Blackboard.
Criteria:	The following criteria are considered: • Identification and critical analysis of pertinent issues in leadership strategy and practice. • Demonstrate critical thinking to develop and evaluate appropriate solutions to leadership problems. • Demonstrate reflective thinking for leadership problem solving and decision making. • Organisation and structure of written content. • Accuracy and presentation of written work including English expression, discipline-based vocabulary, grammar, spelling, and punctuation.

Assessment Task 3: Meeting

Goal:	Through a simulated business meeting in the context of an assigned case study, demonstrate your leadership knowledge.
Product:	Oral and Written Piece
Format:	This is a group assessment task, with an individual component. 1. As a group, prepare for and participate in analysing a leadership case study. 2. As a group, complete a summary of key references (using the template provided). 3. Individually, complete a teamwork learning diary and reflection (using the template provided). Additional details will be provided in the Assessment area on Blackboard.
Criteria:	The following criteria are considered: • Identification and critical analysis of pertinent issues in leadership strategy and practice. • Demonstrate critical thinking to develop and evaluate appropriate solutions to leadership problems. • Referencing of sources of information using Harvard referencing style. • Demonstrate reflective thinking for leadership problem solving and decision making. • Clarity, logic and flow of arguments presented. • Use of appropriate verbal and non-verbal communication (posture, gesture, eye contact, and vocal expressiveness). • Use of interpersonal skills when engaging with team members. • Acknowledgement and facilitation of strengths and skills of team members. Individual contribution to the group task.

7. Directed study hours

The directed study hours listed here are a portion of the workload for this course. A 12 unit course will have total of 150 learning hours which will include directed study hours (including online if required), self-directed learning and completion of assessable tasks. Directed study hours may vary by location. Student workload is calculated at 12.5 learning hours per one unit.

Location:	Directed study hours for location:
Sippy Downs	Lecture (2 hours) Tutorial (1 hour)
USC SouthBank	Lecture (2 hours) Tutorial (1 hour)

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

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

8.1 Prescribed text(s) or course reader

Please note that you need to have regular access to the resource(s) listed below as they are required:

Author	Year	Title	Publisher
Northouse, P.G.	2017, 4th Ed. International Student Edition	*Introduction to leadership: Concepts and practice*	Sage Publications.

8.2   Specific requirements

N/A

9.   How are risks managed in this course?

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

10.   What administrative information is relevant to this course?

10.1   Assessment: Academic Integrity

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

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

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

10.2   Assessment: Additional requirements

Eligibility for Supplementary Assessment

Your eligibility for supplementary assessment in a course is dependent of the following conditions applying:
a)   The final mark is in the percentage range 47% to 49.4%
b)   The course is graded using the Standard Grading scale
c)   You have not failed an assessment task in the course due to academic misconduct

10.3   Assessment: Submission penalties

Late submission of assessment tasks will be penalised at the following maximum rate:
- 5% (of the assessment task's identified value) per day for the first two days from the date identified as the due date for the assessment task.
- 10% (of the assessment task's identified value) for the third day
- 20% (of the assessment task's identified value) for the fourth day and subsequent days up to and including seven days from the date identified as the due date for the assessment task.
- A result of zero is awarded for an assessment task submitted after seven days from the date identified as the due date for the assessment task.

Weekdays and weekends are included in the calculation of days late.
To request an extension, you must contact your Course Coordinator and supply the required documentation to negotiate an outcome.

10.4   Study help

In the first instance, you should contact your tutor, then the Course Coordinator. Additional assistance is provided to all students through Academic Skills Advisers. To book an appointment or find a drop-in session go to Student Hub.

Contact Student Central for further assistance: +61 7 5430 2890 or studentcentral@usc.edu.au

10.5   Wellbeing Services

Student Wellbeing Support Staff are available to assist on a wide range of personal, academic, social and psychological matters to foster positive mental health and wellbeing for your success. Student Wellbeing is comprised of professionally qualified staff in counselling, health and disability Services.

Ability Advisers ensure equal access to all aspects of university life. If your studies are affected by a disability, mental health issue, learning disorder, injury or illness, or you are a primary carer for someone with a disability, AccessAbility Services can provide assistance, advocacy and reasonable academic adjustments.

To book an appointment with either service go to Student Hub, email studentwellbeing@usc.edu.au or accessability@usc.edu.au or call 07 5430 1226

10.6   Links to relevant University policy and procedures

For more information on Academic Learning & Teaching categories including:

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

Visit the USC website:
http://www.usc.edu.au/explore/policies-and-procedures#academic-learning-and-teaching

10.7   General Enquiries

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

Tel: +61 7 5430 2890
Email: studentcentral@usc.edu.au

Appendix 1 Course content

Week # / Module #	What key concepts/content will I learn?	Directed Study Activities: teaching components
1	Understanding Leadership & Recognising Your Traits (Chapter 1 & 2)	Lecture Tutorial
2	Engaging Strengths (Chapter 3)	Lecture Tutorial
3	Understanding Philosophy and Styles (Chapter 4)	Lecture Tutorial
4	Attending to Tasks and Relationships (Chapter 5)	Lecture Tutorial
5	Developing Leadership Skills (Chapter 6)	Lecture Tutorial
6	Creating a Vision (Chapter 7)	Lecture Tutorial
7	Establishing a Constructive Climate (Chapter 8)	Lecture Online Activities
8	Embracing Diversity and Inclusion (Chapter 9)	Lecture Tutorial
9	Listening to Out-Group Members, Managing Conflict (Chapter 10 and 11)	Lecture Tutorial
10	Addressing Ethics in Leadership (Chapter 12)	Lecture Tutorial
11	Overcoming Obstacles (Chapter 13)	Lecture Tutorial
12	No classes: Assessment Task 3	
13	No classes: Assessment Task 3	

Please note that the course activities may be subject to variation.

Mid Semester Break:
13th April 2020-19th April 2020 (Between Week 7 and Week 8)

Public Holidays
Good Friday- Friday 10th April 2020 (Week 7)
Labour Day - Monday 4th May 2020 (Week 10)