**MBA706 – Leading People in Organisations**

**Assessment Task 3 – Written report and video**

WORD COUNT: Part A: **Report - 3000 words maximum** excluding references

Part B: **Presentation – narrative(700 words)**

**Description**

During this unit you will have gained new knowledge and insight into issues and concerns facing organisations. You have used this experience to analyse another organisation in your group case study for Assessment 2. It is now time to turn your attention to your own workplace.

In this assessment, you will use your current workplace as a case study. Drawing across the whole range of In Essence topics(ref to 04-ModelsTheories) in this unit, you will identify a current leadership, management or organisational issue, analyse it to understand it better and then make recommendations for change. You will choose one of the recommendations and make a case for how it can be implemented. **This will take the form of a report.**(the paper looks as a report form and please write per sections as below, (1)introduction, (2)identification and description and (3~5))

You can use this as an opportunity to speak with more senior colleagues in your organisation and ask for their input about a challenge they are facing. Or you can draw from your own experience and expertise to identify a challenge. If you are not currently employed, you can choose any organisation you like for this assessment, as long as you are able to obtain sufficient evidence to inform your report. (ref to 02-assignment#1-partB and 03-assignment#2. Also need to prepare a PowerPoint slides at least 8 ~10 slides of only contents excluding front page and page list)

There could potentially be some overlap, depending on the challenge you identify. This can be minimised, as you can include topics not covered in Assignment#1-part B. You will also have more words as this is a longer assignment, so you can expand on things and include more in this one.

In Assignment#1-part B, the focus was on (1) examining your own leadership via comparison and (2) culture, structure and SHRM in the organisation. In Assignment 3, **leadership is one of the topics** you can choose, and it concerns wider leadership within the organisation, **NOT** my leadership.

In Assignment 3 the requirement is to choose **two key topics from main topics 5 & 6** - i.e., culture, resistance to/facilitating change, organisational ethics, structure, SHRM, policies and practices - plus one key topic from any other area, i.e., individual differences (demographics, abilities, perceptions, attitudes, personality), motivation, well-being and stress, high performing teams, navigating conflict, and leadership.

So there is quite a bit of scope to include at least a couple of topics in Assignment 3 that are different to the previous assignment.

It's fine to have two key topics from Topic 6 (or two key topics from Topic 5) if you choose. Then you will need one other key topic from Topics 1 - 4. (ref to 04-ModelsTheories and file 11~13)

The restriction is that **you can't have all your three key topics from 5 & 6** without including any other areas.

It will be useful to look at the guidance on structure for the group assignment (Assignment 2)(ref to 03-assignment#2) as the structure and the rubric for Assignments 2 & 3 are the same, just with the addition of a video section.

The wording of this **assignment #3** should be different from assignment **#1-part B**

It doesn’t need to be different too much but choose words a little bit differently

**Specific Requirements**

**Part A**

Please structure your report as follows:

**1. Introduction.** This should be brief and consist of stating the context under examination, (e.g. a HR Department in a financial services organisation, a non-profit board, etc.) and identifying which three concepts you are using to inform your analysis and recommendations. (300 words)

**2. Identification and description of challenge and justification of its significance.** Make sure to **distinguish between symptoms and causes** of the issue you have identified. Please use academic sources to support your argument that it is indeed an issue worth attention (500 words)

**3. Analyse the nature of the challenge** in relation to the **In Essence theories**(ref to 04-ModelsTheories), concepts and frameworks addressed in this unit. You should be able to link the challenge to three Key Concepts across topics. Two of the Key Concepts must be drawn from Topics 5 and 6(ref to file 12~13); the third can be from any topic. You cannot choose all three Key Concepts from one topic; you must draw your Key Concepts from at least two topics. Please use these Key Concepts as sub-headings in this section (800 words)

**4. Make recommendations** to address the issues identified discussing the strengths and weaknesses inherent in your recommendations. Your recommendations need to be both feasible for the organisation as well as having evidence to show they are likely to work. Please use academic sources to support your arguments. (800 words)

**5. Choose one recommendation** and outline an action plan with goals, timelines, and measures of success(ref to the end of 03-assignment#2). (600 words)

**6. References**. (not part of word count)

**Part B**

presentation narratives: 650~700 words to present the assignment

(1) introduction: 100 words

(2) identification: 100~150 words

(3) analysis: 150~200 words

(4) recommendations: 150~200 words

(5) one recommendation: 100 words

**Ass 3: Individual report and video rubric**

| **Performance Levels/ Criteria** | **N (0-29)** | **N (30-49)** | **P (50-59)** | **C (60-69)** | **D (70-79)** | **HD (80-100)** |
| --- | --- | --- | --- | --- | --- | --- |
| **Part A (Written report)** | | | | | | |
| **Criterion 1:** Identification and analysis of key issues of concern  **ULO3 (GLO1 & GLO4)**  **10 marks** | Presents a **superficial** explanation of case study issues, with **no** attempt at critical analysis or drawing on evidence to justify the causes and issues identified.  0-2.99 | Presents a **basic** explanation of case study issues containing **some ambiguity**, with **very limited** demonstration of critical analysis; drawing on **limited** evidence and theory to justify the causes and issues identified.  3-4.99 | Presents a **satisfactory** explanation of case study issues, and demonstrates an **adequate** level of critical analysis; draws on **sufficient** evidence and theory to justify the causes and issues identified.  5-5.99 | Presents a **clear and coherent** explanation of case study issues, and demonstrates a **strong** level of critical analysis; draws on **strong** evidence and theory to justify the causes and issues identified.  6-6.99 | Presents a clear and coherent explanation of case study issues; **strongly integrates** all relevant information, and demonstrates an **authoritative and persuasive** level of critical analysis; **systematically** draws on evidence and theory to justify the causes and issues identified.  7-7.99 | **Consistently and insightfully** presents a clear and coherent explanation of case study issues; expertly integrates all relevant information, and demonstrates an **expert and compelling** level of critical analysis; **systematically** draws on evidence and theory to justify the causes and issues identified.  8-10 |
| **Criterion 2:** Development of appropriate recommendations and interventions  **ULO4 (GLO1 & GLO4)**  **10 marks** | Proposes **no or inadequate** recommendations that indicate **lack** of comprehension of issues related to the case and **little or no** consideration for the feasibility of the recommendation(s).  0-2.99 | Proposes **limited** recommendations that indicate **very little** comprehension of issues related to the case and only **partial** consideration for the feasibility of the recommendation(s).  3-4.99 | Proposes one or more **acceptable** recommendations that indicate **satisfactory** comprehension of issues related to the case and **some** consideration for the feasibility of the recommendation(s).  5-5.99 | Proposes one or more **good** recommendations that indicate **sound** comprehension of issues related to the case and **reasonable** consideration for the feasibility of the recommendation(s).  6-6.99 | Proposes one or more **very good** recommendations that indicate **deep** comprehension of issues related to the case and **thorough** consideration for the feasibility of the recommendation(s).  7-7.99 | Proposes one or more **exemplary** recommendations that indicate **consistently deep** comprehension of issues related to the case and **very thorough** consideration for the feasibility of the recommendation(s).  8-10 |
| **Criterion 3:** Recognition of workplace context in development of action plan  **ULO1 (GLO1)**  **5 marks** | Provides **no** guidance as to how the chosen recommendation might be implemented in a manner that addresses multiple contextual factors.  0-1.49 | Provides **limited** guidance as to how the chosen recommendation might be implemented in a manner that addresses multiple contextual factors.  1.5-2.49 | Provides **satisfactory** guidance as to how the chosen recommendation might be implemented, which **somewhat** addresses multiple contextual factors.  2.5-2.99 | Provides **clear and well-developed** guidance as to how the chosen  recommendation might be implemented, which **adequately** addresses multiple contextual factors.  3-3.49 | Provides **thoughtful and detailed** guidance as to how the chosen recommendation might be implemented, which **comprehensively** addresses multiple contextual factors.  3.5-3.99 | Provides **succinct, insightful and expert** guidance as to how the chosen recommendation might be implemented, which **very comprehensively** addresses multiple contextual factors.  4-5 |
| **Criterion 4:** Appropriate acknowledgement of information sources  **ULO3 (GLO1)**  **5 marks** | **Absence** of important conventions in relation to Harvard referencing including: in-text citations and reference list; and appropriate presentation and use of paraphrasing and directly quoted material.  0-1.49 | **Inconsistently** uses important conventions in relation to Harvard referencing including: in-text citations and reference list; and appropriate presentation and use of paraphrasing and directly quoted material.  1.5-2.49 | **Mostly** uses important conventions in relation to Harvard referencing including: in-text citations and reference list; and appropriate presentation and use of paraphrasing and directly quoted material.  2.5-2.99 | **Satisfactorily** uses important conventions in relation to Harvard referencing including: in-text citations and reference list; and appropriate presentation and use of paraphrasing and directly quoted material.  3-3.49 | **Expertly and with minimal error** uses important conventions in relation to Harvard referencing including: in-text citations and reference list; and appropriate presentation and use of paraphrasing and directly quoted material.  3.5-3.99 | **Expertly and without error** uses important conventions in relation to Harvard referencing including: in-text citations and reference list; and appropriate presentation and use of paraphrasing and directly quoted material.  4-5 |
| **Part B (Video)** | | | | | | |
| **Overall**  **40** | N  0 or above | N  12 or above | P  20 or above | C  24 or above | D  28 or above | HD  32 or above |
| **Criterion 5:** Demonstrate understanding of how proposed changes may impact employees through developing an informative and persuasive video  **ULO1 (GLO1)**  **10 marks** | Demonstrates **no** awareness of context and/or purpose so that the intended audience is **very unlikely** to be engaged, informed or motivated.  0-2.99 | Demonstrates **limited** awareness of context and/or purpose so that the intended audience is **unlikely** to be engaged, informed or motivated.  3-4.99 | Demonstrates **general** awareness of context and/or purpose so that information is **mostly** transferred and the intended audience will be **somewhat** engaged and motivated.  5-5.99 | Demonstrates **strong** awareness of context and/or purpose so that information is **adequately** transferred and the intended audience will be **reasonably** engaged and motivated.  6-6.99 | Consistently demonstrates **systematic and critical** awareness of context and purpose so that information is **clearly** transferred and the intended audience will be **highly** engaged and motivated.  7-7.99 | Consistently demonstrates **exemplary** systematic and critical awareness of context and purpose so that information is **comprehensively** transferred and the intended audience will be **outstandingly** engaged and motivated.  8-10 |