

School of Marketing and International Business

IBUS 306 EXPERIENCING MANAGEMENT ACROSS CULTURES

Trimester One 2012

COURSE OUTLINE

Contact Details

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Trimester Dates

Teaching Period: Monday 5 March – Friday 8 June
Study Period: Monday 11 June – Thursday 14 June
Examination Period: Friday 15 June – Wednesday 4 July (inclusive).

Withdrawal from Course

1. Your fees will be refunded if you withdraw from this course on or before Friday 16 March 2012.
2. The standard last date for withdrawal from this course is Friday 18 May 2012. After this date, students forced to withdraw by circumstances beyond their control must apply for permission on an '*Application for Associate Dean's Permission to Withdraw Late*' including supporting documentation

The application form is available from either of the Faculty's Student Customer Service Desks.

Class Times and Room Numbers

Monday 11:30 - 13:20 RH LT2

Workshops:

Wednesday 11:30 - 12:20 RH LT2

Course Content

This is a student-focused and student-led course about multicultural teams and teamwork. The objective of IBUS 306 is to combine conceptual learning, experiential learning, and reflective learning. Students will acquire valuable competencies related to working in multicultural face-to-face and global virtual teams, an increasingly important means of organising work within multinational enterprises (MNEs), internationally active small and medium-sized enterprises and cooperative forms of organising (i.e. strategic alliances, international joint ventures, virtual corporations). This course will contribute to enhancing the student's self-confidence (know-what) and professional conduct (know-how) in leading and organising multicultural global virtual teams. which provides hands-on experience in managing virtual teams. The GEE runs from April 26 to May 17, 2012

The course incorporates the Global Enterprise Experience (GEE) competition, facilitating your learning with respect to building, organising and leading a global virtual team. You will be provided with numerous tools to support this, and understand how best to use these tools and implement them during the GEE competition. You will prepare for, and reflect on your experiences, both individually and in collaborative learning groups.

Course Learning Objectives

It is expected that you will attain the following **learning outcomes** in this course:

- LO1. Design strategies for working in multicultural teams.
- LO2. Develop cross-cultural leadership skills.
- LO3. Deliver a presentation and lead a discussion.
- LO4. Use communication skills to facilitate and co-ordinate interaction between group members.

In addition, you will acquire the following **skills**:

1. An ability to work in diverse teams.
2. An improvement in your written and oral communication skills.
3. The ability to apply theoretical concepts and terminology when identifying and analysing the ingredients for working in multicultural teams (both co-located and distributed).

Course Delivery

Sessions will generally be student-led with the course co-ordinator acting as facilitator. It is expected that students will actively participate in discussion during all lectures and student-led sessions and will come to class prepared with a working knowledge of the assigned literature for each session.

Expected Workload

You should expect to spend an average of 10-12 hours per week (reading, preparing assignments and thinking about the course material) on this course, in addition to classroom hours and the

GEE. During certain phases of the course (depending on your collaborative learning group allocations, and during the three weeks of the GEE) you will need to reserve additional time.

Group Work

The essence of this course is teams. Thus, you will work in both co-located in-class collaborative learning groups (CLGs) and distributed (virtual) groups (via the GEE) in this course. You will be assigned to a CLG on the first day of class. The CLG provides you with opportunities to discuss assigned readings, share your experiences and develop strategies for implementing the course concepts. Each CLG will prepare part of a class session on an assigned topic.

In the GEE you will be charged individually with leading a global virtual team (GVT) in preparing and delivering a written project. The topic of this assignment will be announced in the first week. It is a requirement of this course that you actively participate in the GEE and complete the assigned project. Completion of the GEE will entitle you to enter your work to compete for best project awards, assessed by external evaluators.

Readings

A list of readings for each topic is provided on Blackboard. The readings are intended as a starting point for your CLG assignments (allocated during Week 1). You are expected to access the assigned readings and other supporting reading material from the University Library Resources. You should familiarise yourself with **all** of the assigned literature, come to each class with your own notes about the topic, and make valuable contributions to each discussion session.

Materials and Equipment

Students should ensure that they have access to a computer and the Internet during the GEE project period and should make arrangements to use the student computing facilities if they do not have access at home.

Students will be allowed to bring 3 (single-sided) pages of notes (typed or hand-written) to the final examination. These notes must be submitted together with the examination.

Assessment Requirements

Guidelines for all assignments and assessment criteria are available on Blackboard. All assignments are to be submitted to the Course Coordinator via Blackboard by 4pm on the due date, unless otherwise indicated.

Your final mark is comprised of individual and group work. A breakdown of the final mark and description of each piece of assessment follows.

Assessment	Length	Weight	Due Date	Learning Objectives Addressed
Groupwork: CLG session	Presentation	15%	Various dates	LO 1, 2, 3, 4
Individual written assignment (Action Plan)	1000-1500 words	15%	19th March, 4 p.m.	LO 1, 2
Individual BaseCamp Exercise		5%	26th March, 4 p.m.	LO 1, 2, 4

GEE Reflective Journal	One-page (up to 500 words)	10%	18 th March 4pm	LO 1, 2, 4
Post-GEE Journal	1000 words	15%	4 June, 4pm	LO 1, 2, 4
Final examination	2hrs	40%	TBA	LO 1, 2

Collaborative Group Work (CLG Sessions)

During the first week you will be assigned your collaborative learning group (CLG), comprised of 4-5 students. These groups will help you with your learning throughout the entire course. CLGs will form the basis for sharing learning content, leading discussions, preparing presentations, and challenging your colleagues during the seminar-style sessions.

The assigned seminar sessions are included in the course schedule at the end of this outline.

Individual Assignments

The individual assignments will assist you in preparing for the GEE and the final examination.

Action Plan

Students are required to prepare an Action Plan for their leadership role in the GEE, taking account of learning from the course content to date.

Individual BaseCampHQ Exercise

Students will undertake a number of activities using the BaseCampHQ website, which will be their main online interface during the GEE.

GEE Reflective Journal

As part of their involvement in the GEE, students are required to write a one-page (up to 500 words) reflective journal. This will be submitted to the GEE coordinator (as part of the GEE competition) AND the course coordinator (for assessment).

Post-GEE Journal

Students are required to write a 1000 word reflective essay, combining their experiences with the GEE and what they have learnt from the readings and concepts covered in the course. Students should choose three topics from the course for this assignment. They are not required to reflect on all topics, although they may choose from all the weekly topics covered.

Quality Assurance Note

Your assessed work may also be used for quality assurance purposes, such as to assess the level of achievement of learning objectives as required for accreditation and audit purposes. The findings may be used to inform changes aimed at improving the quality of FCA programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.

Examinations

Students who enrol in courses with examinations are obliged to attend an examination at the University at any time during the formal examination period.

The final examination for this course will be scheduled at some time during the period from Friday 15 June – Wednesday 4 July (inclusive).

Penalties

Late work will be accepted without penalty for good reason (e.g. a medical certificate) and prior permission. In other cases, 10 marks will be deducted (out of 100) for each day, or part day, the assignment is late.

Any student caught cheating on an assignment or examination will receive an automatic mark of zero (0) and/or disciplinary actions may be taken under the Statute on Student Conduct. This includes plagiarism. You are strongly advised to consult the **Academic Integrity and Plagiarism** policy website, which is mentioned at the end of the document.

Mandatory Course Requirements

To pass this course, students must hand in all assignments, participate in the CLG presentations and participate in the Global Enterprise Experience (GEE). An overall mark of at least 50% and a mark of at least 40% on the final examination are required to pass the course.

Class Representative

A class representative will be elected in the first class, and that person's name and contact details made available to VUWSA, the Course Coordinator and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students.

Communication of Additional Information

Additional information will be communicated to students via Blackboard.

Use of Turnitin

Student work provided for assessment in this course may be checked for academic integrity by the electronic search engine <http://www.turnitin.com>. Turnitin is an on-line plagiarism prevention tool which compares submitted work with a very large database of existing material. At the discretion of the Head of School, handwritten work may be copy-typed by the School and subject to checking by Turnitin. Turnitin will retain a copy of submitted materials on behalf of the University for detection of future plagiarism, but access to the full text of submissions will not be made available to any other party.

For the following important information follow the links provided:

Academic Integrity and Plagiarism

<http://www.victoria.ac.nz/home/study/plagiarism.aspx>

General University Policies and Statutes

Find key dates, explanations of grades and other useful information at www.victoria.ac.nz/home/study

Find out about academic progress and restricted enrolment at

<http://www.victoria.ac.nz/home/study/academic-progress.aspx>

The University's statutes and policies are available at www.victoria.ac.nz/home/about/policy, except qualification statutes, which are available via the Calendar webpage at

<http://www.victoria.ac.nz/home/study/calendar.aspx> (See Section C).

Further information about the University's academic processes can be found on the website of the Assistant Vice-Chancellor (Academic) at www.victoria.ac.nz/home/about_victoria/avcademic/default.aspx

AVC (Academic) Website: information including: Conduct, Academic Grievances, Students with Impairments, Student Support
http://www.victoria.ac.nz/home/about_victoria/avcademic/Publications.aspx

Faculty of Commerce and Administration Offices
<http://www.victoria.ac.nz/fca/studenthelp/>

**Te Putahi Atawhai
Maori and Pacific Mentoring Programme**
<http://www.victoria.ac.nz/tpa/>

IBUS 306

DETAILED COURSE SCHEDULE: 2012

Wk	Date	Topic	Activities & assignments
1	Mon 5 March	Introduction to IBUS 306 Introduction to the GEE & technology	Formation of collaborative workgroups (CLGs) and assignment of sessions; Introduction to Assignments
	Wed 7 Mar	NO WORKSHOP	
2	Mon 12 Mar	Business concept development Multi-cultural communication	
	Wed 14 Mar	WORKSHOP: Leadership and visualisation	Workshop
3	Mon 19 Mar	Challenges in GVTs: Overcoming distance.	Action Plan Due: 4pm CLG 1
		Challenges in GVTs: Team composition and communication	CLG 2
	Wed 21 Mar	WORKSHOP: Writing proposals that motivate	Workshop
4	Mon 26 Mar	Challenges in GVTs: Building a shared culture and developing trust	Individual BaseCampHQ Exercise Due: 4pm CLG 3
		Challenges in GVTs: Resolving conflict	CLG 4
	Wed 28 Mar	WORKSHOP: Innovation	Workshop
5	Mon 2 Apr	Challenges in GVTs: Coordination, scheduling and planning in GVTs	CLG 5
		Challenges in GVTs: Leadership	CLG 6
	Wed 4 Apr	WORKSHOP : Language of optimism and resilience	Workshop
MID-TRIMESTER BREAK			
6	Mon 23 Apr	Overcoming the challenges: The ingredients of effective multicultural teams	CLG 7
		Global leaders	CLG 8
	Wed 25 Apr	TBA	Workshop

Wk	Date	Topic	Activities & assignments
6	Fri 26 Apr	GEE starts April 26	
7	Mon 30 Apr	GEE – no class	GEE
	Wed 2 May	WORKSHOP: GEE – <i>attendance optional</i> , discuss issues	
8	Mon 7 May	GEE – no class	GEE
	Wed 8 May 1	WORKSHOP: GEE – <i>attendance optional</i> , discuss issues	
9	Mon 14 May	GEE – no class	GEE
	Wed 15 May	WORKSHOP: GEE – <i>attendance optional</i> , discuss issues	
	Fri 17 May	GEE finishes 17 May	GEE Reflective Journal Due: 4pm
10	Mon 21 May	Collaboration in the real world: Some practical examples	CLG 9 (if needed)
		Management across Cultures: Future challenges and directions	CLG 10 (if needed)
	Wed 23 May	NO WORKSHOP	
11	Mon 28 May	Review of GEE & journal exercise	
	Wed 30 May	NO WORKSHOP	
12	Mon 4 Jun	Summary of course and reflections	Post - GEE Journal Due: 4pm
		Exam Review	
	Wed 6 Jun	NO WORKSHOP	