MGMT2010
Innovation & Entrepreneurship: Principles and Practices

Course Outline
Semester 1, 2016

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PART A: COURSE-SPECIFIC INFORMATION

1 STAFF CONTACT DETAILS
Lecturer-in-charge: Dr Martin Bliemel
Room Level 5, West Wing, Business School
Phone No: 9385 5671
Email: m bliemel@unsw.edu.au
Consultation Times – by appointment. It is often faster to address minor inquiries by email than to schedule an appointment.

2 COURSE DETAILS

2.1 Teaching Times and Locations
Sessions start in Week 1 (to Week 12). The Time and Location are:

- Tue 09:00 - 12:00 at UNSW Business School G26 (aka “Robert Maple-Brown Room”)

The course is designed for continuous (3-4)-hour blocks including workshops, tutorials, guest talks, quizzes, pitches, etc. Most course materials will be provided in advance online. Please come to each class prepared!

2.1.1 Units of Credit
The course is worth 6 units of credit.

2.2 Summary of Course
This course provides you with an introduction to the concepts and skills necessary to successfully commercialise new ideas. Entrepreneurship is about more than just starting a business. It is also about identifying good opportunities and then creating, communicating, and capturing value from those opportunities. This includes innovation in corporate and non-profit settings. Emphasis will be placed on the setting of new venture formation. This course will provide experiential learning opportunities for you to develop real skills in analysing business opportunities, and articulating these opportunities in multiple formats (video, live and written). To bring the real world into the classroom, guest entrepreneurs will come to class and share their experiences with you and/or run workshops. Vice-versa, this course also provides opportunities to get you out of the classroom and learn by doing.

2.3 Course Aims and Relationship to Other Courses
The course has the aim of introducing students to the process of starting a new venture or initiative in any industry. The course is an introductory course designed for undergraduate students of all faculties and has no prerequisites. This course may be taken as a free elective for Business School students, or as a general education requirement for non-Business School students. As a result, your most of your classmates will be outside your faculty.

Guest speakers and workshops are occasionally coordinated with MGMT5611 “Entrepreneurship & New Venture Management” and are open to anyone at UNSW (space permitting), including participants of the Peter Farrell Cup (UNSW’s business idea competition).
2.4 Student Learning Outcomes

The Course Learning Outcomes are what you should be able to DO by the end of this course if you participate fully in learning activities and successfully complete the assessment items.

The Learning Outcomes in this course also help you to achieve some of the overall Program Learning Goals and Outcomes for all undergraduate coursework students (at least in in the Business School). Program Learning Goals are what we want you to BE or HAVE by the time you successfully complete your degree (e.g. ‘be an effective team player’). You demonstrate this by achieving specific Program Learning Outcomes - what you are able to DO by the end of your degree (e.g. ‘participate collaboratively and responsibly in teams’).

<table>
<thead>
<tr>
<th>Business Undergraduate Program Learning Goals and Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Knowledge:</strong> Our graduates will have in-depth disciplinary knowledge applicable in local and global contexts.</td>
</tr>
<tr>
<td>You should be able to select and apply disciplinary knowledge to business situations in a local and global environment.</td>
</tr>
<tr>
<td><strong>2. Critical thinking and problem solving:</strong> Our graduates will be critical thinkers and effective problem solvers.</td>
</tr>
<tr>
<td>You should be able to identify and research issues in business situations, analyse the issues, and propose appropriate and well-justified solutions.</td>
</tr>
<tr>
<td><strong>3. Communication:</strong> Our graduates will be effective professional communicators.</td>
</tr>
<tr>
<td>You should be able to:</td>
</tr>
<tr>
<td>a. Prepare written documents that are clear and concise, using appropriate style and presentation for the intended audience, purpose and context, and</td>
</tr>
<tr>
<td>b. Prepare and deliver oral presentations that are clear, focused, well-structured, and delivered in a professional manner.</td>
</tr>
<tr>
<td><strong>4. Teamwork:</strong> Our graduates will be effective team participants.</td>
</tr>
<tr>
<td>You should be able to participate collaboratively and responsibly in teams, and reflect on your own teamwork, and on the team’s processes and ability to achieve outcomes.</td>
</tr>
<tr>
<td><strong>5. Ethical, social and environmental responsibility:</strong> Our graduates will have a sound awareness of the ethical, social, cultural and environmental implications of business practice.</td>
</tr>
<tr>
<td>You should be able to:</td>
</tr>
<tr>
<td>a. Identify and assess ethical, environmental and/or sustainability considerations in business decision-making and practice, and</td>
</tr>
<tr>
<td>b. Identify social and cultural implications of business situations.</td>
</tr>
</tbody>
</table>

For more information on the Undergraduate Coursework Program Learning Goals and Outcomes, see Part B of the course outline.
The following table shows how your Course Learning Outcomes relate to the overall Program Learning Goals and Outcomes, and indicates where these are assessed (they may also be practised in tutorials and other activities):

<table>
<thead>
<tr>
<th>Program Learning Goals and Outcomes</th>
<th>Course Learning Outcomes</th>
<th>Course Assessment Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>This course helps you to achieve the following learning goals for all Business School undergraduate coursework students:</td>
<td>On successful completion of the course, you should be able to:</td>
<td>This learning outcome will be assessed in the following items:</td>
</tr>
<tr>
<td>1 Knowledge</td>
<td>• Identify and systematically evaluate opportunities to design new organisations that solve problems or make lives better and, therefore, are likely to attract customers.</td>
<td>• All</td>
</tr>
<tr>
<td>2 Critical thinking and problem solving</td>
<td>• Identify and synthesize sources of additional information, education, and advice for new organizations.</td>
<td>• All</td>
</tr>
<tr>
<td>3a Written communication</td>
<td>• Present a convincing business description to communicate the value the new venture provides to customers, investors and other stakeholders. • Articulate which business metrics matter and how you expect to perform according to them.</td>
<td>• Web-presence • Final 4-pager • Bonus marks</td>
</tr>
<tr>
<td>3b Oral communication</td>
<td>• Present a convincing business pitch to communicate the value the new venture provides to customers, investors and other stakeholders. • Articulate which business metrics matter and how you expect to perform according to them.</td>
<td>• Interview mentor • Demo video • Final pitch • Bonus marks</td>
</tr>
<tr>
<td>4 Teamwork</td>
<td>• Coordinate a team to develop and launch and manage the new venture.</td>
<td>• All except RATs (and maybe Bonus marks)</td>
</tr>
<tr>
<td>5a. Ethical, environmental and sustainability responsibility</td>
<td>• Not specifically assessed in this course.</td>
<td>• N/A</td>
</tr>
<tr>
<td>5b. Social and cultural awareness</td>
<td>• Not specifically assessed in this course.</td>
<td>• N/A</td>
</tr>
</tbody>
</table>

3 LEARNING AND TEACHING ACTIVITIES

3.1 Approach to Learning and Teaching in the Course

Innovation and entrepreneurship is an inherently applied and unpredictable topic. Some of it can be learned (second-hand) by reading and listening to others. However, research on entrepreneurship education shows that much of it is best learned (first-hand) by taking action, dealing with inevitable obstacles and unanticipated consequences, and finding ways of working around or with them. Thus, learning in the course emphasizes taking action, such as telling others about your new business idea, and being ready to analyse the results of those actions. You are encouraged, through experiential-learning not to simply learn about entrepreneurship, but ‘get’ what it’s like to be an entrepreneur and act entrepreneurially.
3.2 Learning Activities and Teaching Strategies

Classes will involve a diverse assortment of experiential entrepreneurship education methods. The goal of the course materials is for students to become familiar with relevant theoretical concepts. The goal of the methods is to learn to apply and internalize these concepts by taking action and to learn to work as a team. It is important that you prepare for each session by completing assigned readings or podcasts before the session. That way, each session’s usefulness can be maximized without unnecessarily repeating course content.

See also:
- The end of lectures as we know them? (5:00): https://www.youtube.com/watch?v=HyJ81FB_wAI
- What the flip! (2:39): https://www.youtube.com/watch?v=d-yCexUV3FY

4 ASSESSMENT

4.1 Formal Requirements

In order to pass this course, you must:

1. achieve a composite mark of at least 50; and
2. make a satisfactory attempt at all assessment tasks (see below).

Composite marks from 50 to 64 receive Pass (PS). Composite marks from 65 to 74 receive Credit (CR). Composite marks from 75 to 84 receive Distinction (DN). Composite marks 85 and higher receive High Distinction (HD).

4.2 Assessment Details

The following table provides essential information about each assignment assessed in the course. The paragraphs following the table provide additional information. Students should keep a copy of all work submitted for assessment.

<table>
<thead>
<tr>
<th>Course Assessment Item</th>
<th>Weight</th>
<th>Mode &amp; Length</th>
<th>Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.2.1 Weekly Readiness Assurance Tests (RATs)</td>
<td>10%</td>
<td>Individual: 5-minutes, in moodle</td>
<td>Week 2-11 (before each session)</td>
</tr>
<tr>
<td>4.2.2 Interview an entrepreneur</td>
<td>5%</td>
<td>Individual+: 1-2 pages, submit via moodle</td>
<td>Week 2 (before session)</td>
</tr>
<tr>
<td>4.2.3 Form teams</td>
<td>5%</td>
<td>Individual: submit by email</td>
<td>Week 3 (by end of session)</td>
</tr>
<tr>
<td>4.2.4 Weekly business canvas updates</td>
<td>10%</td>
<td>Team: submit via moodle</td>
<td>Week 4-11 (before or during session)</td>
</tr>
<tr>
<td>4.2.5 Find &amp; Interview mentor</td>
<td>5%</td>
<td>Team: 1-2 pages, submit by email</td>
<td>Week 4 (before session)</td>
</tr>
<tr>
<td>4.2.6 Home page, explainer video and hyp. tests</td>
<td>20%</td>
<td>Team: submit via moodle</td>
<td>End of Week 7</td>
</tr>
<tr>
<td>4.2.7 Live Pitch</td>
<td>25%</td>
<td>Team: 3-min pitch + Q&amp;A in session</td>
<td>Week 12 (in session)</td>
</tr>
<tr>
<td>4.2.8 Written Business Description</td>
<td>20%</td>
<td>Team: 4 pages, submit via moodle</td>
<td>End of Week 12</td>
</tr>
<tr>
<td>4.2.9 Peer evaluation</td>
<td>Variable</td>
<td>Individual: 5-10 minutes, in moodle</td>
<td>End of Weeks 7 and 12</td>
</tr>
<tr>
<td>4.2.10 Bonus marks</td>
<td>Variable</td>
<td>Individual+: 1-2 pages, by email</td>
<td>Variable</td>
</tr>
</tbody>
</table>
We will use WebPA for the peer evaluations. See [http://webpaproject.lboro.ac.uk/academic-guidance/a-worked-example-of-the-scoring-algorithm/#example](http://webpaproject.lboro.ac.uk/academic-guidance/a-worked-example-of-the-scoring-algorithm/#example) for a worked example of the Scoring Algorithm. Failure to submit will result in a 2.5% penalty for each of the two rounds of peer assessment.

### 4.2.1 Readiness Assurance Tests (10%)

Starting in the second week, there will be a quick (max 5 minutes) Readiness Assurance Test (RAT) to assess whether you have prepared for each session. Each RAT will have a random selection of questions related to the session. The RATs will be administered online in the Moodle environment. They will open at the beginning of the course, and close 10 minutes after start of class. Once started, they will time-out after 5 minutes. The combination of all RATs will be worth 10% of your final mark.

### 4.2.2 Interview an entrepreneur (5%)

By the beginning of week 2, you are expected to have interviewed an entrepreneur about their business. Entrepreneurs can range from your local convenience store owner through to Richard Branson. For this assignment, access to 20-30 minutes of their time is more important than any celebrity status.

The purpose of the interview is to expose you to the motivations of entrepreneurs to launch and run businesses, and hear how they ‘think’ about their business (e.g., are they working on their business, or in it?).

Please follow the 1-page outline provided (in Moodle) and keep the interview to less than 30 minutes. Note, the structure of the 1-page outline follows the grading criteria for several assignments in this course (see below regarding Traction, Viability and Realism), which should get you thinking in those terms. To complete the assignment, follow the template in moodle to include:

1. **Process**: A sentence about what you learned about the process by which you found someone to interview
2. **Key lessons**: A list of the top 3 take-away lessons you learned from them
3. **Notes**: A maximum of 1 page of notes from the interview

Completion of this assignment is worth 5% of your final mark. Every day delay will result in a 1% drop (e.g. worth max 4% of your final if one day late). Submission of this assignment is via TurnItIn within moodle.

### 4.2.3 Forming a Team (5%)

By the end of Week 3’s session, students must form inter-disciplinary teams of 4-6 to do the team-based assignments. Please do NOT rush into forming teams with whoever happens to be sitting next to you in the first session. First, get to know a few classmates. The purpose of forming inter-disciplinary teams is because this process mimics the experience entrepreneurs go through when assembling their founding teams, and because inter-disciplinary teams reflect the reality of better performing ventures and most work environments.

To complete the team formation portion of this assignment, one student in each group must send me an email by the end of class in week 3 that confirms:

1. the names of all students in the group
2. there is at least one commerce or business student in the group
3. there is at least one engineering or science student in the group
4. there is at least one international or study abroad student in the group
5. at least one student in the group is fluent in English.
Note: Individual students in each team can fulfil multiple criteria; e.g., an international student with an engineering major fulfils both (3) and (4).

Templates will be provided with which to facilitate discussion about your expectations for the course (high marks, high experience, 'easy credits', etc.). You are NOT required to send me a copy of your team contract. However, doing so helps make the contract 'real' by socially committing to it. This assignment is due by each individual at the end of the third session and worth 5% of your final mark. Every day delay will result in a 1% drop in weight (e.g. worth max 4% of your final if one day late).

4.2.4 Finding and Interviewing a Mentor (5%)

By the beginning of week 4’s session, every team must find their own mentor. Team are also required to have interviewed them, following the same process as interviewing entrepreneurs (4.2.2). The purpose of finding a mentor is to get you to regularly talk about your ideas with ‘real’ people, who are willing to help you while you are completing this course.

A mentor is someone in industry who has been an entrepreneur, founder or senior level manager for at least 3 years, and who has agreed to mentor you according to the mentoring guidelines provided. At least one mentor per team is required. Please be sure to email them a copy of the guidelines, too! My expectation is that you discuss your business idea for this course with the mentor(s) at least once a week by email, skype, phone, or (ideally) in person.

To complete the assignment, one student in each group must send me an email by the end of class in week 4 that confirms:
1. the name, email, phone number of the mentor
2. a short bio or a URL to their LinkedIn page
3. a sentence confirming that you have interviewed them about their business

I may contact the mentors to confirm their interest.

This assignment is worth 5% of your final mark. Every day delay will result in a 1% drop in weight (e.g. worth max 4% of your final if one day late).

4.2.5 Weekly Business Canvas Updates (10%)

Business canvas updates are due at the beginning of each session, starting with session 4. These updates serve as a mechanism to keep your progress on track, as well as a way for teams to learn from each other’s actions. Each team must provide a weekly update to their business canvas as a short live-update (~1 minute, in front of the rest of the class) and a single page (template provided in moodle). Updates include a description of:
1. What hypotheses you tested in the previous week
2. How you tested them
3. What you learned from the evidence you collected.
4. Which course materials each hypothesis relates to
5. Written updates should also include a link to your latest canvas (using https://canvanizer.com/new/business-model-canvas)

The time in the classroom will be used to help you decide what hypotheses you plan to test in the coming week, how you plan to test them, and which course materials each hypothesis relates to.

The total of weekly updates will be worth 10% of your final mark. (New in 2016) I will try and mark the updates in each session. Need be, you will at least receive immediate feedback via live update pitches and be asked to upload your updates to moodle for later marking (as done in previous times this course was taught).
4.2.6 Homepage, Explainer Video & Hypothesis Test (20%)

This 3-part assignment is due at the end of Week 7, and is designed to help you learn how to present a new business idea online, and learn how to attract and track potential customers.

The first part of the assignment is to create a basic website. Services used to create websites include wordpress, facebook, google sites, wix, etc. Whatever you choose, you must be able to have some way of measuring your test results (google analytics, survey feedback, google forms, etc.). Note: some services (like Wix) require a $50 fee to enable analytics.

The second part is to create a 90-second (max.) ‘explainer video’¹ and embed it in the site. Examples of prior sites and videos may be found in the course’s facebook group. The videos also help show your mentors, friends, family, alumni and the public your accomplishments.

The third part of the assignment is to include a description of which hypotheses you plan to test and how the site’s design enables that test.

I will mark the site and video (parts 1 & 2) using the same criteria as the final live pitches and written business descriptions (see below regarding Traction, Viability and Realism), but with less emphasis on the viability aspect. I will also mark the descriptions (part 3) based on (i) the quality of the hypothesis you plan to test and (ii) suitability of your site’s design for that test.

In week 8, to ensure quick feedback on your sites and videos, each team will be randomly assigned two other teams to peer-review their submission. These peer-reviews will be assigned and discussed in-class and may be used to support my evaluations. This peer-review process provides more in-depth exposure to each other’s business ideas, hypotheses, as well as the grading criteria.

4.2.7 Live Pitch (25%)

This assessment will test your ability to design a viable new business and to communicate that design in a way that can attract investors, partners or other significant stakeholders. In this assessment, the emphasis will be on your ability to communicate verbally and visually.

All teams must make a live oral pitch of their business idea to a group of judges (for example, entrepreneurs, investors, or business advisors) and the class. Each team will have a strict limit of 3 minutes for presentation and up to 3 minutes to answer questions from judges. Not all members of your team are required to speak, but all should be available to answer questions (e.g., handle questions specific to their contribution, like marketing, finance, design, market research, etc.). Dress professionally (somewhere between casual and corporate finance; i.e., smart casual or business casual). Lots of rehearsal will greatly improve your presentation. Good use of visual aids, props, prototypes, mock-ups or demos is highly encouraged if they help clearly articulate your idea.

To make the transition between teams faster, each team must email me any slides by 5pm the day before the quiz/pitch day.

Judges will be given judging packs, with the following criteria, and they will judge your pitches as if they are well developed ideas:

1. Traction: (how good is the solution?)
   - Identification of the problem to be solved
   - Your solution (for a typical customer)
   - Assessment of market size (and total addressable market)

¹ See http://www.videobrewery.com/blog/10-best-startup-explainer-videos-ever for a library of explainer videos and guide to create an effective explainer video
2. Viability: (how profitable is the business that delivers the solution?)
   - Marketing plan and differentiation from competitors
   - Revenue model, incl. expenses and operating costs
   - Financial statements

3. Realism: (how likely is it that this team can develop this business?)
   - Identification of risks (e.g. competitive responses or regulatory requirements)
   - Relevant backgrounds of your team and plans for attracting missing capabilities

My grades will be based on the same criteria and will incorporate their feedback.

4.2.8 4-Page Written Business Description (20%)

This assessment will test your abilities to design a viable new business and to concisely communicate that design in a way that will attract investors, suppliers, employees, and customers. The assignment is designed to challenge you to articulate just enough business information to interest potential investors to invite you to do a longer board room presentation (not part of this course).

To complete this assignment, each group must

1. Submit the assignment via Turnitin within moodle by 5pm on the Friday of Week 12 (See Course Schedule at the end of this outline for specific dates).

Each final description must meet these criteria:

1. at least 2, and no more than 4 pages long; no cover page or table to contents!
2. at least 2 pages must be text (so the description isn’t purely graphical)
3. the remaining 0-2 pages may be used for more text, graphics, figures, or tables. these can be mixed in with the minimum 2 pages of text, mentioned above
4. appendices may only include references such as links to publications, market research reports, industry reports, etc. and are limited to 1 page
5. formatting:
   o 10 point Times New Roman font
   o Single line spacing
   o A-4 paper dimensions
   o margins no smaller than 2 cm
6. include the name of the team/business, and contact information (can be in the header or footer of the first page)

Teams are strongly encouraged to start work on this assignment early and e-mail drafts to me for feedback. Feedback on drafts will not be available in the final week before the 4-pagers are due. Use simple sentences, clear language and concrete examples wherever possible, and avoid buzzwords, jargon and abstractions if possible.

NOTE: Assessment will be done using the same judging criteria for the Live Pitch (see Traction, Viability and Realism, above).

4.2.9 Peer Evaluation (variable %)

Part of the learning experience will involve your ability to work in/as a team. Teams do better when the members cooperate and help each other, rather than everyone insisting on having their own way. Team friction almost always results in lower scores, no matter how smart each student is. Effective teams surface more observations, ideas, and tactics than ineffective teams. Therefore, team organization should be a serious priority. In order for a team to do well, each member must be actively involved in the assignments. Failure to actively participate cheats both you and your other team members. Thus, there is little tolerance for free riding. It is primarily your responsibility to eliminate free riding. Vice-versa, you also have a moral responsibility to reward outstanding contributions.
The incentive alignment mechanism will be peer evaluations. Using the WebPA peer evaluation tool (in moodle), individual members who have not contributed adequately to the team activities will have the final marks for team assignments adjusted to more accurately reflect their actual contribution level. Likewise, team members who have contributed above and beyond the team average will also have their team-based marks adjusted upwards.

You do not get to see each other’s evaluations. Evaluations should be based on consideration of the following criteria:

1. Attendance at meetings,
2. Level of preparedness to participate in meetings,
3. Willingness to contribute to analysis, decisions, and presentation,
4. Timely delivery of contribution,
5. Quality of contribution,
6. Attendance and participation in presentation rehearsals,
7. Cooperative orientation, and
8. Leadership support provided.

There are two rounds of Peer evaluations. Each is due one hour after (i) the Homepage and Explainer video are due and after (ii) the Written Business Description is due. The WebPA assessments can be accessed via moodle and will be set-up ~1 week before they are due. Failure to submit results in a 2.5% penalty per round.

4.2.10 Bonus Marks (Variable %)

From time to time, opportunities may arise to participate in events in the local start-up ecosystem, including pitch competitions and networking events (e.g, Sydstart, StartupCamp Sydney, TiE competitions, Sydney Angels, Heads over Heels, Tech23, hackathons, etc.). By participating in such an event, you are much more likely to experience and learn about entrepreneurship than almost any other method, because these events provide an interactive environment in which to develop many of the program learning goals and outcomes.

If you place in a pitch competition, extra credit will be added to your individual marks. If you pitch as a team, then this extra credit is available for each member who participated in the pitch event. Note that you do NOT have to pitch the same idea that you are using for your course work. The pitch could be about another business idea you want to start-up. Extra credit for placing in pitch competitions is:

- Top 10 finalists 2.0%;
- 5th place 2.5%;
- 4th place 3%;
- 3rd place 3.5%;
- 2nd place 4%;
- 1st place 5%.

You can rack up more extra credit (and experience!) by pitching at multiple events.

To claim the bonus marks, you must:

1. Gain my approval of the event before the event (a quick email exchange to confirm should do). Some pre-approved events will be mentioned in the beginning of each class. You are welcome to suggest others that I may not be aware of, but remain subject to my approval.
2. Write a short reflective summary (max 1 page) of the event as it relates to the course content and your business idea. The summary should be single line spaced, 10-point font, times new roman and include:
   - A brief summary of what happened (format of the event, speakers, people met), ideally including a copy of the URL announcing the event or winners.
   - Examples of course materials that you applied (or observed them being applied by others at the event)
A reflective summary of the **impact** that the event had on your business idea (either your team’s idea or your own personal one)

Bonus marks may be claimed until the beginning of exam week.

### 4.2.11 Late Submission

Late submissions will **not** be accepted, except as specified above or under extreme circumstances which remain subject to my approval (e.g., major medical conditions, natural disasters). Attempting to submit late and generate false pretences and excuses to do so only wastes everyone’s time, is unprofessional, disrespectful, and irritating. I will not tolerate such behaviour, nor will many others you have yet to encounter over your respective career paths.

#### 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 and will not be related to course grades.

### 5 COURSE RESOURCES

The textbook for this course is:


We will use Moodle as per some assignments above (RATs, business canvas updates), and to host the static content for the course (e.g., slides, handouts, templates):

https://moodle.telt.unsw.edu.au/

To improve interaction among students (and the lecturer) we will continue using facebook:

URL: [https://www.facebook.com/groups/1457187817843473](https://www.facebook.com/groups/1457187817843473)

This facebook group includes alumni from past cohorts, many of whom are interested in watching and encouraging your progress.

### 6 COURSE EVALUATION AND DEVELOPMENT

Each year feedback is formally sought from students and other stakeholders about the courses offered in the School and continual improvements are made based on this feedback. This course constantly evolves and is evaluated towards the end of the semester using the Course and Teaching Evaluation and Improvement (CATEI) Process. As a result of feedback, the course design and assessments have regularly been improved. The course design is also influenced by concurrent curriculum design at other universities. We will encourage you to use the CATEI Process (to be described in class later) at the end of the semester to evaluate the course. Improvements are also likely to be made in response to that feedback.

**Informal feedback about the course design is always appreciated, anytime!**
7 COURSE SCHEDULE

The course includes a number of opportunities to interact with external stakeholders. Stakeholders include potential customers, suppliers, professional service providers, lawyers, investors, advisors, and many more. As part of the interactive emphasis of the course, some of the evening seminars are run by guest speakers. Because speakers’ schedules change, the schedule below is tentative and will likely change.

There used to be a paranoid notice here saying don’t share your ideas outside the classroom and don’t rip each other off. Not anymore. Please share your ideas with anyone else who will listen and give you feedback. Feel free to talk about your classmates’ pitches, too, so you can compare feedback about their pitches and yours. At the end of the day, it’s not the idea that matters, it’s how well it was articulated, implemented and executed. Your business idea can be ripped off, but your passion for your idea is unique and rare, and technical ideas can be protected.

If it’s a great idea, chances are others will have it, too:

“Sometimes, great ideas seem to be everywhere at once. Newton and Leibniz independently developed the fundamentals of calculus, creating controversy at the turn of the 18th century; Darwin and Wallace rolled out the theory of evolution in separate papers in 1858. In October 2003, when Mark Zuckerberg sat down in his dorm at Harvard, drunk and alone, the idea of using the Web to connect people seemed as pervasive as iPods on the campus quad.”

(http://www.rollingstone.com/culture/news/the-battle-for-facebook-20100915)
Course Schedule (Tentative)

In progress. See attached.

Course materials will evolve on an ongoing basis as new teaching, research and media content emerges.
PART B: KEY POLICIES, STUDENT RESPONSIBILITIES AND SUPPORT

1 PROGRAM LEARNING GOALS AND OUTCOMES
The Business School Program Learning Goals reflect what we want all students to BE or HAVE by the time they successfully complete their degree, regardless of their individual majors or specialisations. For example, we want all our graduates to HAVE a high level of business knowledge, and a sound awareness of ethical, social, cultural and environmental implications of business. As well, we want all our graduates to BE effective problem-solvers, communicators and team participants. These are our overall learning goals for you.

You can demonstrate your achievement of these goals by the specific outcomes you achieve by the end of your degree (e.g. be able to analyse and research business problems and propose well-justified solutions). Each course contributes to your development of two or more program learning goals/outcomes by providing opportunities for you to practise these skills and to be assessed and receive feedback.

Program Learning Goals for undergraduate and postgraduate students cover the same key areas (application of business knowledge, critical thinking, communication and teamwork, ethical, social and environmental responsibility), which are key goals for all Business School students and essential for success in a globalised world. However, the specific outcomes reflect different expectations for these levels of study. We strongly advise you to choose a range of courses which assist your development of these skills, e.g., courses assessing written and oral communication skills, and to keep a record of your achievements against the Program Learning Goals as part of your portfolio.

<table>
<thead>
<tr>
<th>Business Undergraduate Program Learning Goals and Outcomes</th>
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<tbody>
<tr>
<td>1. Knowledge: Our graduates will have in-depth disciplinary knowledge applicable in local and global contexts. You should be able to select and apply disciplinary knowledge to business situations in a local and global environment.</td>
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<tr>
<td>2. Critical thinking and problem solving: Our graduates will be critical thinkers and effective problem solvers. You should be able to identify and research issues in business situations, analyse the issues, and propose appropriate and well-justified solutions.</td>
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<tr>
<td>3. Communication: Our graduates will be effective professional communicators. You should be able to:</td>
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<tr>
<td>a. Prepare written documents that are clear and concise, using appropriate style and presentation for the intended audience, purpose and context, and</td>
</tr>
<tr>
<td>b. Prepare and deliver oral presentations that are clear, focused, well-structured, and delivered in a professional manner.</td>
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<tr>
<td>4. Teamwork: Our graduates will be effective team participants. You should be able to participate collaboratively and responsibly in teams, and reflect on your own teamwork, and on the team’s processes and ability to achieve outcomes.</td>
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<tr>
<td>5. Ethical, social and environmental responsibility: Our graduates will have a sound awareness of the ethical, social, cultural and environmental implications of business practice. You should be able to:</td>
</tr>
<tr>
<td>a. Identify and assess ethical, environmental and/or sustainability considerations in</td>
</tr>
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</table>
b. Identify social and cultural implications of business situations.

2 ACADEMIC HONESTY AND PLAGIARISM

The University regards plagiarism as a form of academic misconduct, and has very strict rules regarding plagiarism. For UNSW policies, penalties, and information to help you avoid plagiarism see: https://student.unsw.edu.au/plagiarism as well as the guidelines in the online ELISE tutorials for all new UNSW students: http://subjectguides.library.unsw.edu.au/elise

To see if you understand plagiarism, do this short quiz: https://student.unsw.edu.au/plagiarism-quiz

For information on how to acknowledge your sources and reference correctly, see: https://student.unsw.edu.au/harvard-referencing

For the Business School Harvard Referencing Guide, see the Business Referencing and Plagiarism webpage (Business >Students>Learning support>Resources>Referencing and plagiarism).


3 STUDENT RESPONSIBILITIES AND CONDUCT

Students are expected to be familiar with and adhere to university policies in relation to class attendance and general conduct and behaviour, including maintaining a safe, respectful environment; and to understand their obligations in relation to workload, assessment and keeping informed.

Information and policies on these topics can be found in UNSW Current Students ‘Managing your Program’ webpages: https://student.unsw.edu.au/program.

3.1 Workload

It is expected that you will spend at least nine to ten hours per week studying this course. This time should be made up of reading, research, working on exercises and problems, and attending classes. In periods where you need to complete assignments or prepare for examinations, the workload may be greater.

Over-commitment has been a cause of failure for many students. You should take the required workload into account when planning how to balance study with employment and other activities.

We strongly encourage you to connect with your Moodle course websites in the first week of semester. Local and international research indicates that students who engage early and often with their course website are more likely to pass their course.

Information on expected workload: https://student.unsw.edu.au/uoc

3.2 Attendance

Your regular and punctual attendance at lectures and seminars is expected in this course. University regulations indicate that if students attend less than 80% of
scheduled classes they may be refused final assessment. For more information, see: https://student.unsw.edu.au/attendance

3.3 General Conduct and Behaviour
You are expected to conduct yourself with consideration and respect for the needs of your fellow students and teaching staff. Conduct which unduly disrupts or interferes with a class, such as ringing or talking on mobile phones, is not acceptable and students may be asked to leave the class. More information on student conduct is available at: https://student.unsw.edu.au/conduct

3.4 Occupational Health and Safety
UNSW Policy requires each person to work safely and responsibly, in order to avoid personal injury and to protect the safety of others. For more information, see http://safety.unsw.edu.au/.

3.5 Keeping Informed
You should take note of all announcements made in lectures, tutorials or on the course web site. From time to time, the University will send important announcements to your university e-mail address without providing you with a paper copy. You will be deemed to have received this information. It is also your responsibility to keep the University informed of all changes to your contact details.

4 SPECIAL CONSIDERATION AND SUPPLEMENTARY EXAMINATIONS
You must submit all assignments and attend all examinations scheduled for your course. You should seek assistance early if you suffer illness or misadventure which affects your course progress.

General Information on Special Consideration:
1. All applications for special consideration must be lodged online through myUNSW within 3 working days of the assessment (Log into myUNSW and go to My Student Profile tab > My Student Services channel > Online Services > Special Consideration). You will then need to submit the originals or certified copies of your completed Professional Authority form (pdf - download here) and other supporting documentation to Student Central. For more information, please study carefully the instructions and conditions at: https://my.unsw.edu.au/student/atoz/SpecialConsideration.html.
2. Please note that documentation may be checked for authenticity and the submission of false documentation will be treated as academic misconduct. The School may ask to see the original or certified copy.
3. Applications will not be accepted by teaching staff. The lecturer-in-charge will be automatically notified when you lodged an online application for special consideration.
4. Decisions and recommendations are only made by lecturers-in-charge, not by tutors.
5. Applying for special consideration does not automatically mean that you will be granted a supplementary exam or other concession.
6. Special consideration requests do not allow lecturers-in-charge to award students additional marks.

Business School Policy on requests for Special Consideration for Final Exams in Undergraduate Courses:
The policy of the School of Management is that the lecturer-in-charge will need to be satisfied on each of the following before supporting a request for special consideration:

1. Does the medical certificate contain all relevant information? For a medical certificate to be accepted, the degree of illness, and impact on the student, must be stated by the medical practitioner (severe, moderate, mild). A certificate without this will not be valid.

2. Has the student performed satisfactorily in the other assessment items? Satisfactory performance would require at least 50% in each assessment and meeting the obligation to have attended 80% of tutorials.

3. Does the student have a history of previous applications for special consideration? A history of previous applications may preclude a student from being granted special consideration.

Special Consideration and the Final Exam in undergraduate courses:
This course does not have a traditional final exam. See above policy on requests for special consideration and coordinate a resolution with the lecturer-in-charge.

The Business School’s Special Consideration and Supplementary Examination Policy and Procedures for Final Exams for Undergraduate Courses is available at: www.business.unsw.edu.au/Students-Site/Documents/supplementary_exam_procedures.pdf.

5 STUDENT RESOURCES AND SUPPORT
UNSW and the Business School provide a wide range of support services for students, including:

- **Business School Education Development Unit (EDU)**
  https://www.business.unsw.edu.au/students/resources/learning-support
  The EDU provides academic writing, study skills and maths support specifically for Business School students. Services include workshops, online resources, and individual consultations. EDU Office: Level 1, Room 1033, Quadrangle Building. Phone: 9385 5584; Email: edu@unsw.edu.au.

- **Business Student Centre**
  https://www.business.unsw.edu.au/students/resources/student-centre
  Provides advice and direction on all aspects of admission, enrolment and graduation. Office: Level 1, Room 1028 in the Quadrangle; Phone: 9385 3189.

- **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: 9385 1333.

- **UNSW Learning Centre** (www.lc.unsw.edu.au)
  Provides academic skills support services, including workshops and resources, for all UNSW students. See website for details.

- **Library training and search support services**
  http://info.library.unsw.edu.au/web/services/services.html

- **IT Service Centre**: Provides technical support for problems logging in to websites, downloading documents etc. https://www.it.unsw.edu.au/students/index.html Office: UNSW Library Annexe (Ground floor). Ph: 9385 1333.

- **UNSW Counselling and Psychological Services**
  http://www.counselling.unsw.edu.au Provides free, confidential service for problems of a personal or academic nature; and workshops on study issues such as ‘Coping with Stress’ and ‘Procrastination’. Office: Level 2, East Wing, Quadrangle Building; Phone: 9385 5418.

- **Student Equity & Disabilities Unit** http://www.studentequity.unsw.edu.au Provides advice regarding equity and diversity issues, and support for students...
who have a disability or disadvantage that interferes with their learning. Office: Ground Floor, John Goodsell Building; Phone: 9385 4734; Email: seadu@unsw.edu.au