MGMT2003
Business Decision Making

Gathering and interpreting information is critical to business decision-making. Having a firm grasp of business research methods can enable managers and business leaders to make better decisions and to solve problems more effectively. Students taking this course will develop a firm grasp of research methods and the research process in the business context. In so doing, students will further develop their analytical awareness and an ability to communicate, as well as the ability to discriminate between good research and bad research.

Mode of Delivery | On campus 3-hour seminar 9am-12pm Wednesday
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Prerequisites | Nil
Incompatible Courses | Nil
Course Convener: | Ronald Holmes
Phone: | Email: ronald.holmes@anu.edu.au
Office: | Research interests: Ronald Holmes has had more than three decades of teaching experience handling courses in social science research methods, comparative politics, as well as organisational development and human resource management. He has conducted research on a range of governance and public policy issues, from land redistribution, electoral behaviour to public finance.
Office hours for student consultation: | TBA
Student Administrators | Research School of Management
Room 1088
Level 1, LF Crisp Building 26
Mon. – Fri. 9am – 5pm
COURSE OVERVIEW

Learning Outcomes
Upon successful completion of the requirements for this course, students will be able to:
1. define, explain and illustrate, from theoretical and practical perspectives, decision making concepts and processes in business settings;
2. describe and evaluate research concepts and methods in a business setting;
3. evaluate business research designs, including measurement and sampling methods; and,
4. prepare research proposals and write research reports.

Assessment Summary

<table>
<thead>
<tr>
<th>Assessment Task</th>
<th>Value</th>
<th>Due Date</th>
<th>Linked Learning Outcomes (optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Research Essay</td>
<td>20%</td>
<td>18th August</td>
<td>LO1</td>
</tr>
<tr>
<td>2. Group Business Research Proposal</td>
<td>30%</td>
<td>16th October</td>
<td>LO2; LO3; LO4</td>
</tr>
<tr>
<td>3. Seminar participation</td>
<td>10%</td>
<td></td>
<td>LO2; LO3; LO4</td>
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<tr>
<td>4. Final Exam</td>
<td>40%</td>
<td></td>
<td>LO1; LO2; LO3</td>
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</table>

Research-Led Teaching
This course will integrate the latest research on issues related to management with practical tools and techniques. In particular, students are required to read selected research papers and participate in discussions in class. Additionally, in groups, students are required to review and analyse the literature on a topic of their choice. These will enhance students’ analytical capability and bridge the gap between theory and practice.

Feedback
Staff Feedback
Students will be given feedback in the following forms in this course:
1. Written feedback on the individual research essay and group business research proposal
2. Verbal feedback will be given to individuals, groups, and the class as a whole during seminars.

Student Feedback
ANU is committed to the demonstration of educational excellence and regularly seeks feedback from students. One of the key formal ways students have to provide feedback is through Student Experience of Learning Support (SELS) surveys. The feedback given in these surveys is anonymous and provides the Colleges, University Education Committee and Academic Board with opportunities to recognise excellent teaching, and opportunities for improvement.

For more information on student surveys at ANU and reports on the feedback provided on ANU courses, go to http://programsandcourses.anu.edu.au/2015/course/MGMT2003
Tutorial and/or Seminar Registration

Tutorial and/or Seminar signup for this course will be done via the Wattle website. Detailed information about signup times will be provided on Wattle or during your first lecture. When tutorials are available for enrolment, follow these steps:

1. Log on to Wattle, and go to the course site.
2. Click on the link “Tutorial signup here”
3. On the right of the screen, click on the tab “Become Member of ……” for the tutorial class you wish to enter.
4. Confirm your choice

If you need to change your enrolment, you will be able to do so by clicking on the tab “Leave group…” and then re-enrol in another group. You will not be able to enrol in groups that have reached their maximum number. Please note that enrolment in ISIS must be finalised for you to have access to Wattle.

Policies

ANU has educational policies, procedures and guidelines, which are designed to ensure that staff and students are aware of the University’s academic standards, and implement them. You can find the University’s education policies and an explanatory glossary at:

http://policies.anu.edu.au/

Students are expected to have read the Academic Misconduct Rules 2014 before the commencement of their course. Policy information on examinations and assessments can be found on the College of Business and Economics website at: http://cbe.anu.edu.au/students/student-information/examinations-assessment/

Other key policies include:
- Student Assessment (Coursework)
- Student Surveys and Evaluations

What is required from students

Students are kindly requested to observe the following:

- Responsibility & Discipline
  - Students should take responsibility for their own learning approach.
  - Students should endeavour to attend all seminars.
  - Regular attendance to seminars give students opportunities to actively interact with the materials presented so as to enhance their learning experience through engagement.
  - Active participation in seminars is an assessed item.
  - Students are expected to check the Wattle site for announcements about this course and that may include for example, changes in the seminar schedule and notification of emergency cancellations of lectures/tutorials, change in lecturer/tutor. Notifications may also be emailed to students and/or posted on relevant classroom/room/hall doors.
o Students are expected to cause minimum disturbance to seminars which include: no mobile phones, texting or any other activity that could hinder the seminars. Please note that you may use your mobile devices to get access to course related materials on Wattle or articles when necessary.

o Students are expected to show respect towards their colleagues, the lecturers, guest lecturers, and/or any other guests who may participate in this course; the same applies when on field trips, if any.

o Students are most welcome to contact personally the lecturer in case of problems regarding the lectures/tutorials. Students can contact the lecturer by phone or make use of consultation hours or email, however concise email communication is preferred by the lecturer.

**Workloads**

Students taking this course are expected to commit at least 10 hours a week to completing the work. This includes 3 hours per week in class (seminar) and at least 7 hours a week on average on course reading, research, writing and all assignment works.

**Examination material or equipment**

Students are not permitted to bring any materials into the examination room.

**COURSE SCHEDULE**

<table>
<thead>
<tr>
<th>Week Beginning</th>
<th>Topic/Lecture</th>
<th>Required Reading</th>
<th>Deadlines</th>
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</thead>
<tbody>
<tr>
<td><strong>MODULE 1: FOUNDATIONS TO BUSINESS DECISION MAKING</strong></td>
<td></td>
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<tr>
<td>20 July</td>
<td>Lecture 1: An Introduction to Business Decision Making</td>
<td>For reading see WATTLE</td>
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<tr>
<td>27 July</td>
<td>Lecture 2: Evidenced-based management</td>
<td>For reading see WATTLE</td>
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<tr>
<td>3 August</td>
<td>Lecture 3: Business research &amp; developing research skills</td>
<td>Chapter 1 and 2</td>
<td></td>
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<td>10 August</td>
<td>Lecture 4: Understanding the foundations of business research</td>
<td>Chapters 4 and 5</td>
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<tr>
<td><strong>MODULE 2: BUSINESS RESEARCH METHODS</strong></td>
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</table>
Part 2: Chapters 3 and 11 | Research essay due 17th August |
| 24 August | Lecture 6: Measurement | Chapters 15 & 16 | |
| 31 August | Lecture 7: Sampling | Chapter 10 | |
| **BREAK** |
| 21 September | Lecture 8: Questionnaires | Chapter 15 | |
| 29 September | Lecture 9: Interviews | Chapter 14 | |
| 6 October | Lecture 10: Observation | Chapter 13 | |
| 12 October | Lecture 11: Experiments | For reading see WATTLE | Research proposal due 16th October |
### ASSESSMENT REQUIREMENTS

The ANU is using Turnitin to enhance student citation and referencing techniques, and to assess assignment submissions as a component of the University's approach to managing Academic Integrity. For additional information regarding Turnitin please visit the [ANU Online](#) website.

Students may choose not to submit assessment items through Turnitin. In this instance you will be required to submit, alongside the assessment item itself, copies of all references included in the assessment item.

### Assessment Tasks

**Seminar Participation**
Seminars are intended as a forum for the exchange of ideas and opinion on the themes and issues canvassed during the lecture. Each student is expected to make an informed and considered contribution to class discussions following the lecture. Effective verbal communication skills are basic tools of trade for professional employment and the seminar offers an opportunity to refine these skills in a peer context. It is important for students to note that reading the required reading material prior to seminars, as well as consistently attending tutorials, are essential to making a consistent and considered contribution in tutorials.

**Value:** 10%

**Assessment Task 1:** Research Essay on Evidenced-based Management  
**Details of task:** Select one of the following:

*Best practice is not always the ‘best’ practice when it comes to employee performance appraisals or reviews. Discuss.*

**OR**

*Best practice is not always the ‘best’ practice when it comes to employee selection techniques. Discuss.*

**Assessment Rubrics**
The marking rubric for this assessment will be provided on WATTLE  
**Word limit:** 2000 ± 10%  
**Value:** 20%  
**Presentation requirements:** This is to be presented as an essay and Harvard in-text referencing is required.  
**Estimated return date:** Approximately three weeks from submission

**Assessment Task 2:** Group Business Research Proposal  
**Details of task:**  
Students will allocate themselves to groups in week 3. Groups need to develop and write up a business research proposal to undertake causal or correlational research.
The vice-chancellor (VC) has called upon your research expertise to investigate a problem faced by the university. Over the years the university has experienced difficulties in retaining female academics in senior positions. Write a business research proposal to investigate the causes to this problem.

The research proposal should include the following:

1. Problem statement
2. Research aims
3. Literature review
4. Theoretical framework & hypothesis development
5. Methods
6. References

More specific guidance on the format and contents of the research proposal will be discussed during seminars.

**Assessment Rubrics**

The marking rubric for this assessment will be provided on WATTLE

Word limit (where applicable): 3000 ± 10%

Value: 30%

Presentation requirements:

Estimated return date: Two weeks from submission

Individual Assessment in Group Tasks (where applicable):

Each group member is required to contribute equally to the task and thus the same mark will be given to each group member.

Working efficiently and effectively in teams is an important skill for students to develop.

Groups are expected to have regular communication so they can plan and co-ordinate tasks towards completion. Groups are expected to collaborate fairly and equitably.

Groups are obligated to inform the course convenor of problems regarding group work, including whether there are group members who are impeding group progress, as soon as possible.

**Examination(s)**

Students will complete a final formal examination during the examination period.

**Examination material or equipment**

Dictionaries will be permitted only if approval is obtained from the course convenor prior to the final examination using the dictionary request form ([http://cbe.anu.edu.au/media/1357099/dictionary_request.pdf](http://cbe.anu.edu.au/media/1357099/dictionary_request.pdf)) after which the dictionary must be taken to the Examinations Office at least one day before the final exam.

**Assignment submission**

**Online Submission:**

Assignments are submitted using Turnitin in the course Wattle site. Assignments submitted through Wattle no longer require cover sheets. You will be required to electronically sign a declaration as part of the submission of your assignment. Please keep a copy of the assignment for your records.
**Hard Copy Submission:** Please submit your assignments by 4pm in the assignment box located at the Research School of Management. Assignments must include the cover sheet available [here](#). Please keep a copy of tasks completed for your records.

**Extensions and penalties**

Extensions and late submission of assessment pieces are covered by the Student Assessment (Coursework) Policy and Procedure.

You may be granted extensions for assessment pieces that are not examinations or take-home examinations by applying for special consideration.

**Special consideration for assessments**

Students who are unable to submit their assessment by the due date may be eligible for an extension if supported by an Application for Special Consideration.

Information on special assessment consideration can be found at: [http://www.anu.edu.au/students/program-administration/assessments-exams/special-assessment-consideration](http://www.anu.edu.au/students/program-administration/assessments-exams/special-assessment-consideration).

Special Consideration applications must be completed before the due date of the affected assessment. In exceptional circumstances applications for an extension may be accepted up to three working days after the due date of the affected assessment.

The application must include all supporting documentation and include a copy of as much of the assignment as has been completed by the due time and date.

Special consideration applications must be submitted online at [special.consideration@anu.edu.au](mailto:special.consideration@anu.edu.au). You will be notified by your lecturer if an extension has been approved.

Late submission of assessment tasks without an extension are penalised at the rate of 5% of the possible marks available per working day or part thereof. Late submission of assessment tasks is not accepted after 10 working days after the due date, or on or after the date specified in the course outline for the return of the assessment item.

Late submission is not accepted for take-home examinations.

**Returning assignments**

The course convenor will return assignments with written feedback back to students in seminars.

**Resubmission of assignments**

Resubmission of assignments is not permitted in this course.

**Referencing requirements**

The Harvard or Oxford in-text referencing styles are to be used. Links to documentation on proper referencing methods are available on the course website or from the ANU Library website: [http://anulib.anu.edu.au/lib_home.html](http://anulib.anu.edu.au/lib_home.html)

**Required Course Text**

*Business Research Methods* (2015) by Quinlan, Babin, Griffin, and Zikmund available for purchase at CO-OP ANU.
SUPPORT FOR STUDENTS
The University offers a number of support services for students. Information on these is available online from http://students.anu.edu.au/studentlife/