Course Outline – Information for students

ENGGEN 730: Professional Skills (15 points)

Course Prescription

This course embraces the concept of the well-rounded engineering professional who functions at a higher level in a sustainable way, considering societal and environmental outcomes as well as their own well-being and that of others.

The course focusses on the development of students' non-technical skills and recognises that this development is first and fore mostly an "inside job". The course therefore focusses strongly on students' personal development and the development of their capacity for self-reflection, self-leadership.

One of the central themes in this course is Flourishing, which encompasses feeling highly satisfied with your life, experiencing and sustaining a high degree of well-being, functioning really well, continuously learning and growing as well as positively influencing others and contributing to society.

It is also recognised that students' enter the course with a wide range of backgrounds, capabilities, levels of work experience and also have different desired outcomes.

Course Goals

Our globalised world continuously changes at a rapid pace, which leads organisational and project environments to become increasingly volatile, uncertain, complex and ambiguous (VUCA). Intelligence, knowledge, subject matter expertise and conventional practices are important yet insufficient and often, in fact, a blind spot or limitation.

> "It is change, continuing change, inevitable change that is the dominant factor in society today. No sensible decision can be made any longer without taking into account not only the world as it is, but the world as it will be."
>
> *Isaac Asimov*

In order for a leader or professional to enhance their attractiveness to industry, lead effectively and positively influence others and society a more holistic set of capacities and capabilities is required.

This course therefore has a strong focus on expanding students' self-awareness, through a range of self-assessments and reflective practices and on facilitating students' personal as well as professional growth. In addition the course also equips students with a wide range of experiences, concepts, practices, models and tools they can adapt and apply situationally in multidisciplinary, dynamic and complex environments.

Each week you are expected to attend the timetabled workshop and in addition you will be expected to participate in a range of extra-curricular personal and professional development workshops. The course delivery adopts various innovative teaching and learning approaches. There is minimal traditional lecturing and a strong focus on experiential learning, therefore workshop attendance is mandatory and essential in order to succeed in this course.

Students for whom this is an optional course should only enrol if you are prepared to step out of your comfort zone, have an interest in personal growth, are willing to actively participate in class and can commit to attending all 12 weekly workshops and the additional extra-curricular professional development workshops.

Learning outcomes

By the end of the course, it is expected that students:

1. Understand the dynamics and implications of VUCA environments and what it takes to excel as a leader or professional in those environments;

2. Demonstrate familiarity with factors that influence optimal human functioning and are able to adapt and deploy strategies that enable themselves and others to function at their best;

3. Have developed or expanded the capacity for self-awareness, self-reliance, self-authoring and self-management as well as for perspective taking, reflection practices and appreciating nuance;

4. Can recognise when the limitations of their knowledge and skills are reached and are able to confidently and comfortably invite and be influenced by the assistance, perspectives and ideas of others;

5. Have expanded and enhanced their profile, capabilities and capacities holistically to function effectively at a higher level as a leader and professional and to be optimally set up to achieve their individual professional outcomes;

6. Have an appreciation of the Treaty of Waitangi as well as Maori and Pasifika culture and values, demonstrate an open-mindedness and inclusiveness around all forms of diversity and recognise the contribution of diversity to organisational and societal outcomes.

Course outline

The course will have a total of 12 weekly workshops. The weekly topics covered are as follows (note that the order of topics may change):

Week 1   Course introduction
Week 2   How humans are wired
Week 3   Human flourishing – part 1
Week 4   Human flourishing – part 2
Week 5   Tutorial
Mid-semester break
Week 6   Growth mindset
Week 7   Anzac day (no class)
Week 8   Vertical development – part 1
Week 9   Vertical development – part 2
Week 10   Effective leadership
Week 11   Leading teams
Week 12   Course conclusion

You will be required to study resources and / or complete self-assessments prior to attending the workshops.

Students are expected to undertake considerable additional work per week reading and completing assignments.

Assessments

There are various assignments totalling 100% of the course assessment (there is no exam). Assignments are worked on both during the workshops and in students' own time.
- Professional development programme (50%)
- Quizzes (21%)
- Assessments (29%)

The professional development programme involves students selecting and participating in one of three extra-curricular development pathways, which matches the students' individual needs and desired outcomes:
1. English language development
2. New Zealand Industry readiness and Employability
3. Advanced development

The broad relationship between these assessments and course learning outcomes:

Outcome	Professional development	Quizzes	Reflections
1	O	O	O
2	O	O	O
3	O		O
4	O	O	O
5	O		O
6	O		

There is no exam.

The schedule of deadlines for assignment submissions is available on Canvas.

Penalties will apply to late submissions as follows:

Time After the Due Date	Penalty
<=24 hours (1 day)	-10%
>24 hours but <=48 hours (2 days)	-20%
>48 hours but <=72 hours (3 days)	-30%
>72 hours but <=96 hours (4 days)	-40%
>96 hours but <=168 hours (7 days)	-50%
>168 hours (7 days)	-100%

Extensions will only be granted in exceptional circumstances - discuss your circumstances with the Course Coordinator at the earliest available opportunity and before the assignment due date. For medical circumstances, you should provide a copy (or original) of a medical certificate.

Prerequisites and Restrictions

There are no restrictions or pre-requisites for this course. Acceptance into the course is subject to capacity as first preference is given to students enrolled in the Masters of Engineering Project Management, for whom this is a core course.

Course co-ordinator

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Learning resources

The modules page in Canvas specifies, for each week, the resources that students should read, view, or listen to in preparation for that week's workshop. These are designated as "essential resources".

In addition there are a range of optional resources which are listed on modules page as "optional additional resources". The reading of these resources is not required nor essential for successful completion of this course. This list of further resources is provided for those students wishing to expand and deepen their learning.

Other information

Student feedback
Student feedback will be actively solicited and is welcomed in order to help with continuous improvement of the course. You may be asked to complete an evaluation at the conclusion of the course and provide fast feedback throughout the course.

Inclusive learning
Students are urged to discuss privately any impairment-related requirements face-to-face and/or in written form with the course co-ordinator / lecturer and/or tutor.

Academic Integrity
The University of Auckland will not tolerate cheating, or assisting others to cheat, and views cheating in coursework as a serious academic offence. The work that a student submits for grading must be the student's own work, reflecting his or her learning. Where work from other sources is used, it must be properly acknowledged and referenced. This requirement also applies to sources on the world-wide web. A student's assessed work may be reviewed against electronic source material using computerised detection mechanisms. Upon reasonable request, students may be required to provide an electronic version of their work for computerised review.

In the event of an unexpected disruption
We undertake to maintain the continuity and standard of teaching and learning in all your courses throughout the year. If there are unexpected disruptions the University has contingency plans to ensure that access to your course continues and your assessment is fair, and not compromised. Some adjustments may need to be made in emergencies. You will be kept fully informed by your course co-ordinator, and if disruption occurs you should refer to the University Website for information about how to proceed.