



**REFERRED/DEFERRED ASSESSMENT - SESSION 2010/11
SUMMER 2011**

COURSE CODE	BUIL 1039
COURSE TITLE	Management Principles
COURSE COORDINATOR	Simon Muturi

To Students

If you have failed a course or part of a course and have been allowed by the Progression and Award Board to be reassessed in one or several of the courses, this will be indicated in your result letter. On the back of the result letter, the words '*Failed -retake permitted before the next academic year*' will appear next to the relevant assessment items or course(s).

In that case, you are required to submit coursework and/or to take an examination again as appropriate in August 2011.

Examination timetable

The detailed examination timetable will be posted on the University website **towards the end of July**. Deferred/referred examinations should be timetabled between 15th and 26th August 2011. The link can be followed from here:

<http://www.gre.ac.uk/students/exams>

Deadline for submitting coursework

Coursework must be delivered by hand no later than **Monday 15th August 2011** to the School of Architecture & Construction. Please note that students studying at Medway may submit at Medway on 15th August. Early submissions to Medway must be by **prior** arrangement with Shelagh Barker S.D.Barker@gre.ac.uk

If you send your coursework by post, it must be sent by first class recorded delivery (keep a copy of both the postal receipt and the coursework) **no later than Monday 15th August 2011** to:

Referred/Deferred Coursework
School of Architecture & Construction
Mansion Site
Bexley Road
London SE9 2PQ
UK

Coursework submission

All coursework must be submitted by the deadline and method as above and must be accompanied by the appropriate electronic header sheet.

Deadline for submitting portfolios

Portfolios of design or visual work can be submitted either:

- (i) in person **on Monday 15th August 2011 between 10:00am and 4:00pm**, to the Mezzanine Studio, **or**
- (ii) by first class recorded delivery (keep a receipt), **on or before Monday 15th August 2011**, to:

Referred/Deferred Portfolios
School of Architecture & Construction
Mansion Site
Bexley Road
London SE9 2PQ
UK

Submission of portfolios

Portfolios of design or visual work must be submitted by the deadline and method as detailed above.

Make sure your portfolio is labelled, inside and outside with your name, year and contact details.

You must print **2 copies of the electronic header sheet**. Please attach one copy securely to the outside of your portfolio. The 2nd copy will be scanned into the Banner receipting system for proof of submission.

Postal Submissions

All postal submissions, Coursework and Portfolios, will be receipted with the date of postage as the date of submission.

It is the responsibility of the student to ensure that the work is submitted on time by the above method.

Queries

Any queries should be emailed to

acqueries@gre.ac.uk

with

- Your full name
- Your student ID number
- Your Programme of Study e.g. BA Architecture
- The title and code of the course(s) with which you have a query
- The nature of the query

<p>Please note that this email address will only be monitored until Friday 23rd September 2011, after this date enquiries should be sent direct to the Course Coordinator.</p>
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Staff email addresses and contact numbers can be looked up here:

http://www.gre.ac.uk/staff_intranet/directory

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Please find below details of the coursework to be submitted and/or examination advice as appropriate.

Assessment item	Coursework
Electronic header sheet number	183181
Details of work to be undertaken: see below	
Project/Coursework Title: Leadership	
Introduction	
Leadership is stated as the "process of social influence in which one person can enlist the aid and support of others in the accomplishment of a common task." Definitions more inclusive of followers have also emerged. <u>Alan Keith</u> stated that, "Leadership is ultimately about creating a way for people to contribute to making something extraordinary happen."	
Aim	
Explore essential qualities of an effective leader in an organization	
Objectives	
<ul style="list-style-type: none"> i. Explain the meaning and importance of leadership in work organizations ii. Contrast main approaches to, and studies of leadership iii. Examine leadership as an aspect of behaviour, and different styles of leadership iv. Review the variables which determine effective leadership and development 	
Task	
Discuss the different approaches to the study of leadership and critically discuss what you see as the relevance today of each of the approaches.	
Further Instructions	
To help in discussing relevance of various approaches in today's management practices, think of one of the best leaders and one of the worst leaders that you have experienced, preferably in work situation {do not mention names}. Identify and list those specific qualities, or lack of them, which were characteristics of each leader. Draw up your list under the following broad headlines.	
<ul style="list-style-type: none"> i. Personal attributes- e.g. intelligence, appearance etc ii. Social relationships – e.g. approachability, interests etc iii. Task performance – delegation, discipline etc 	
Give a brief description of an actual situation that illustrates the behaviour/ actions of each leader and the results of such behaviour/action. Keep your answer balanced. Try to be as objective as possible and avoid possible bias. Consider whether personality so discussed in your example fit with any approach(es) discussed earlier.	

Submissions must be typed A4, double-spaced, with an appropriate cover sheet and at the top left hand corner. They must not exceed 1500 words. Work should be fully referenced in accordance with the Harvard system. Submissions must be made to the School Office on or before the scheduled time. It is essential that your submission includes a **Header Sheet** produced using the **Electronic Barcode Receipt** system. The School Office will not accept submission without the Header Sheet, which will be used to provide proof of receipt.

Assessment criteria	% of the mark
<p>Background research</p> <ul style="list-style-type: none"> - clear introduction of the issue and identification of limitations of work - clear statement of the aims and objectives of the work - evidence of background reading and development of a balanced perspective in relation to the knowledge base of the subject 	20
<p>Analysis and synthesis of the task</p> <ul style="list-style-type: none"> - discussion of the relevant issues relating to the topic, showing depth of research and understanding - significance of results and balanced arguments/ discussion - Development and expression of own ideas and views. 	50
<p>Conclusion and recommendations</p> <ul style="list-style-type: none"> - summarizing the main points raised and discussion on how these can be developed and improved upon 	20
<p>Structure and presentation</p> <ul style="list-style-type: none"> - the content of the paper should be clear an well structured in logical sequence - paper should follow the prescribed academic format including referencing 	10

Details of work to be undertaken: see below

- David Boddy: Management an introduction (fourth Edition). Publisher- Pearson Education. ISBN978-0-273-71106-3
- Laurie J. Mullins: Essentials of Organizational Behavior. Second Edition. Pearson Education 978-0-273-71646-4
- Robbins S.P., Coulter M.: Management. Publisher: Pearson International Edition. ISBN978-0-13-814366-8
- Certo S.C., Certo S.T.: Modern Management Concepts and Skills. (Eleventh edition). Publisher: Pearson International Edition. ISBN978-0-13-207425-4
- Hitt A.M., Black S.J, Porter L.W.: Management: Second Edition , Pearson International Edition ISBN978-0-13-207310-3