BUSLEAD1x: Becoming an Effective Leader

Course Syllabus

WELCOME TO BUSLEAD1x

COURSE DESCRIPTION
Strong leadership is regarded as one of the best predictors of organizational success and critical human capital required for career progression in almost every organization. However, leadership is also a highly complex and often misunderstood phenomenon. It’s hard to define, but we all know good and bad leadership when we see it.

Taught by instructors and presenters with decades of business and not-for-profit leadership experience, you will learn the difference between leadership and management, the importance
of understanding others and building empathy and relationships, and gain a better understanding of the different leadership styles you may encounter throughout your career.

Learn through a series of engaging videos, interviews, case studies, quizzes, written reflections, peer feedback, and other self-insight activities. Our instructors and faculty will help you identify your own values and ethics as a leader, and most importantly, build your self-efficacy, your confidence and belief in your own ability to achieve intended results.

**LEARNING OBJECTIVES**

Learners who complete this course will be able to:

1. Identify, compare and contrast leadership models.
2. Analyse the relationship between power and leadership and how to influence others.
3. Appreciate the role that ethics and values play in leadership
4. Appraise how to become a credible leader and business steward.
5. Identify the importance of followership and diversity for leader outcomes.
6. Develop a Leadership Development Plan (LDP).

**COURSE AIMS**

This course aims to provide the learner knowledge to equip them to become effective leaders, particularly in the business environment but which can be applicable across other sectors; and the tools for developing the skills to implement successful leadership practices.

**COURSE AUDIENCE**

This course is open to all. BUSLEAD1x can be used for those in the business and corporate sector, educators, parents, and community organizations.

**COURSE SCHEDULE**

The course has a ‘Getting Started’ module and ten content modules. Each content module should take between 1 and 2 hours to complete.

**MODULE 1: WHAT IS LEADERSHIP?**

Module 1 focuses on what is meant by leadership and how we have come to identify what it comprises. We will explore:

- The relationship between power and leadership, and how to influence others,
- How to become a credible leader and business steward, by understanding yourself and others,
- Incorporating ethics and values into your leadership aspirations, and
- Recognising the key role of followers in achieving leadership success.
MODULE 2: LEADERSHIP STYLES (The History of Leadership)
Module 2 examines the history of leadership through exploring leadership theories. We will focus on:
- Early theories of Leadership including 'Great Man' and 'Influence Era',
- Situational and Contingency Leadership theories,
- Transactional Leadership, Transformational and Authentic Leadership, and
- Charismatic and Servant Leadership.

MODULE 3: POWER AND LEADERSHIP
Module 3 examines the relationship between power and leadership. We will explore:
- The nature of power,
- The dimensions and bases of power,
- Influencing Tactics and Conflict Orientation, and
- The Dark Side of Leadership.

MODULE 4: EMOTIONAL INTELLIGENCE (Social Capital)
Module 4 considers the emotional and social intelligence of leadership, including:
- Social context and social interaction,
- Leadership versus Followership,
- Communication, and
- The critical role of Networks.

MODULE 5: BELIEVING IN SOMETHING
Module 5 focuses on the beliefs and values required to becoming an effective leader, including:
- Exploring your own personal values,
- Developing Leadership Courage,
- Developing Resilience and Persistence,
- The Leader’s Role in Envisioning the Future,
- Doing Strategy, and
- Leading Change.

MODULE 6: HONESTY, INTEGRITY AND ETHICS
Module 6 considers leadership morals and values in relation to ethics and integrity. We will explore:
- Beliefs and Values versus Ethics,
- Organizational, Industry and Societal Norms,
- Moral Principles,
- Leadership Transparency and the Role of Honest Conversations.
- Role Modeling and Balanced Self-Promotion, and
- Duty of care as leader.
MODULE 7: KNOW THYSELF
Module 7 enables you to explore your own self in relation to becoming an effective leader, including:

- Understanding Self-Efficacy,
- Exploring personal character traits and skills,
- Leadership knowledge and experiences,
- Self-esteem and dealing with failure,
- Developing Confidence,
- The Role of Humility, and
- Self-Fulfilling Prophecy.

MODULE 8: KNOWLEDGE, WISDOM AND INTELLIGENCE
Module 8 considers the critical skills required in building leadership credibility and trust, exploring:

- The Role of Credibility,
- Acting the Part of Leader and Building Reputation,
- The Expert and Technical Leader,
- Understanding the Environmental Context,
- The Role of Intelligence and Wisdom in effective Leadership, and
- Leadership Development.

MODULE 9: DIVERSITY IN LEADERSHIP
Module 9 examines the key leadership skill of managing equity and inclusion within an ever increasingly diverse environment, including:

- Exploring What is Diversity,
- Different Leadership Approaches,
- Differing Pathways to Leadership, and
- Enabling Equity.

MODULE 10: THE ROLE OF THE STEWARD
Module 10 considers the role of stewardship in effective leadership. We will explore:

- Leading and Managing the many elements as well as the whole of an organization,
- Understanding Risk,
- Balancing Risk and Reward,
- Responsibility and Accountability,
- Putting the different aspects to becoming an effective leader together, and
- Leaving an organizational in a healthy shape

ASSESSMENT AND COMPLETION REQUIREMENTS
There are:
Multiple choice quizzes worth 40% of the total grade. All questions are weighted equally.

Reflective Journal activities worth 20% of the total grade.

A graded peer assessment individual leadership development plan worth 40% of the total grade.

Learners must achieve 65% to receive a passing grade in the course.

If you want to receive an ID Verified Certificate, you will need to achieve an overall mark of at least 65% to receive a passing grade in the course.

For details of how you can earn a Verified Certificate, click here: https://www.edx.org/verified-certificate

VIDEOS

Each module contains a number of videos that illustrate and explore key ideas related to Becoming an Effective Leader. You can speed them up or slow them down as you prefer. You can also view the videos in full screen or in high definition depending on the speed of your internet connection. You are welcome to download videos to watch later on your mobile device, share with your colleagues and peers, or present to your class or other professional presentations. All of our content is available for use under a Creative Commons-Sharealike – Noncommercial License.

TEXT

Distilling complex ideas into understanding the nature of effective leadership in our videos alone is challenging. That’s why you’ll find the concepts and ideas covered in each video are also explained in a lot more detail in surrounding text. We’ll cover how leaders have addressed these concepts and big ideas over time to where the current ‘thinking and practice’ around effective leadership knowledge and practices is at in the 21st century.

Don’t worry if everything seems complex and challenging at the first go – understanding the nature of effective leadership is complex, so it’s common to re-read and rewatch things before the concepts and big ideas begin to sink in.

To help you with this, we have provided a series of interactive tools which will assist you in your learning.
DISCUSSION FORUM

Although the forum is optional, we strongly encourage you to participate in the discussions, as this can provide some great learning opportunities as you share your opinions and what you have learnt in this course.

Please be aware and respect net etiquette. We hope all communication on this forum will remain courteous and respectful. Keep your posts on-topic and constructive, and respect others and their opinions. We hope you will actively participate in these discussions. Your fellow students are a wealth of knowledge and you can learn a lot from them. More than anything, enjoy the conversations that you’re able to have about, and via, this course.

The development of knowledge and skill to become an effective leader isn’t something acquired passively, it’s a skill that requires active development and participation. So being able to practice your thinking, analysing, and making your own arguments is an important part of this course. The course discussion forum is one way in which this can be achieved.

Each module will have a discussion thread on the key ideas covered where you can join in, reflect on what’s being covered, and explore the ideas and experiences presented. These forums will be moderated to guide you along the pathway of exploring these concepts and big ideas around effective leadership (more deeply!) but a lot of the learning comes simply from responding to and engaging with others.

There are a few important ground rules you need to be aware of:

- Challenge ideas, not people. Academics and professionals are critical thinkers but we challenge ideas, not the people holding those ideas.
- Keep an open mind. Learners in this course will derive from various business, corporate, educational and other contexts and experiences, so keep an open mind to new ideas and possibilities around becoming an effective leader.
- Give the benefit of doubt. Online discussions are not as information rich because they lack many visual and aural clues like body language and tone. It’s important therefore, to interpret others in the best light possible.

JOURNAL REFLECTION TASKS

Another way of being actively engaged with this course is through the journal reflection tasks. These tasks are located in modules 2 -10. We invite you to draw on your own experiences as you develop your understanding and knowledge of the complexities of becoming an effective leader.
HONOR CODE AND ACADEMIC INTEGRITY

This course is offered online and we encourage collaboration and help between students, but please avoid asking for and posting final answers to the course assessments. Violations of the honour policy undermine the purpose of education and the academic integrity of the course. We expect that all work submitted will be a reflection of one’s own original work and thoughts. Additionally all students are expected to follow the EDx Rules of Online Conduct, available at www.edx.org/edx-terms-service

If you successfully complete and earn a verified certificate in all four courses in the Leadership in Global Development MicroMasters Program, and in addition pass the final capstone assessment, you may be eligible to apply for the UQ Master of Leadership in Global Development.