



# ENMM20024 Asset Management Systems

## Term 1 - 2021

Profile information current as at 19/05/2022 09:55 pm

All details in this unit profile for ENMM20024 have been officially approved by CQUniversity and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

## General Information

### Overview

This unit will introduce you to asset management concepts and systems meeting Asset Management Standard ISO5000 requirements. The assets referred to are physical assets such as fixed and mobile plant, machinery and infrastructure used in asset-intensive industries. You will learn how organisations manage their assets and asset systems and provide examples of financial concepts and techniques used in asset management. You will identify asset management functions and develop a life cycle plan for an asset in an organisation, as well as apply financial principles in an asset management context. You will also consider the key risks associated with assets.

### Details

Career Level: *Postgraduate*

Unit Level: *Level 8*

Credit Points: 6

Student Contribution Band: 8

Fraction of Full-Time Student Load: 0.125

### Pre-requisites or Co-requisites

Co-requisite: ENMM 20023 Introduction to Asset and Maintenance Management

Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the [Assessment Policy and Procedure \(Higher Education Coursework\)](#).

### Offerings For Term 1 - 2021

- Online

### Attendance Requirements

All on-campus students are expected to attend scheduled classes - in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

### Website

[This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.](#)

## Class and Assessment Overview

### Recommended Student Time Commitment

Each 6-credit Postgraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

### Class Timetable

#### [Regional Campuses](#)

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

#### [Metropolitan Campuses](#)

Adelaide, Brisbane, Melbourne, Perth, Sydney

### Assessment Overview

#### 1. **Written Assessment**

Weighting: 30%

#### 2. **Written Assessment**

Weighting: 50%

#### 3. **Take Home Exam**

Weighting: 20%

### Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the [University's Grades and Results Policy](#) for more details of interim results and final grades.

## CQUniversity Policies

**All University policies are available on the [CQUniversity Policy site](#).**

You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the [CQUniversity Policy site](#).

## Previous Student Feedback

### Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

#### Feedback from Student emails

**Feedback**

Adequate number of textbook copies should be available in the library.

**Recommendation**

A request will be sent to the library for procuring extra copies.

#### Feedback from Student email

**Feedback**

Assignment requirements needs to be clear.

**Recommendation**

The lecturer will be informed to explain the assignment requirements in the first Zoom session at an early stage.

## Unit Learning Outcomes

**On successful completion of this unit, you will be able to:**

1. Identify asset management functions
2. Develop a life cycle plan for an asset in an organisation
3. Apply financial concepts and techniques in an asset intense organisation
4. Identify the key risks associated with assets in an intense assets organisation
5. Demonstrate your leadership by applying asset management standards within your organisation.

n/a

## Alignment of Learning Outcomes, Assessment and Graduate Attributes



### Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes				
	1	2	3	4	5
1 - Written Assessment - 30%	•	•			
2 - Written Assessment - 50%	•	•	•	•	•
3 - Take Home Exam - 20%				•	•

### Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes				
	1	2	3	4	5
1 - Knowledge	○	○	○	○	
2 - Communication		○	○	○	
3 - Cognitive, technical and creative skills	○		○	○	
4 - Research	○		○	○	
5 - Self-management		○	○	○	○
6 - Ethical and Professional Responsibility		○		○	○
7 - Leadership		○		○	○
8 - Aboriginal and Torres Strait Islander Cultures					

### Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes							
	1	2	3	4	5	6	7	8
1 - Written Assessment - 30%	○	○	○	○				
2 - Written Assessment - 50%	○	○	○	○	○	○	○	
3 - Take Home Exam - 20%		○			○		○	

## Textbooks and Resources

### Textbooks

ENMM20024

#### Supplementary

##### **Physical Asset Management Second (2019)**

Edition: Second (2019)

Authors: Hastings, Nicholas Anthony John

Springer-Verlag

London , London , UK

ISBN: ISBN 978-1-84882-751-6

Binding: eBook

[View textbooks at the CQUniversity Bookshop](#)

### IT Resources

#### You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- ebook-Physical Asset Management 2015: With an Introduction to ISO55000 , Author: Nicholas Anthony Jhon Hastings
- Learning guide in the form of a Moodle book uploaded on the moodle web page
- Online lecture sessions via Zoom

## Referencing Style

All submissions for this unit must use the referencing style: [Harvard \(author-date\)](#)

For further information, see the Assessment Tasks.

## Teaching Contacts

**Subhash Sharma** Unit Coordinator

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## Schedule

### Week 1 - 08 Mar 2021

Module/Topic	Chapter	Events and Submissions/Topic
Module 1- Introduction to Asset Management	Study all chapters and practice Self Assessment	Online weekly Zoom lecture and tutorial sessions schedule will be announced by the lecturer via Moodle web page of this unit/emails. Please visit Moodle website for announcement.

### Week 2 - 15 Mar 2021

Module/Topic	Chapter	Events and Submissions/Topic
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Module 1- Introduction to Asset Management	Study all chapters, practice Self Assessment Quiz 2 and work on Assignment 1	Discussion forum activities and Zoom session.
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**Week 3 - 22 Mar 2021**

Module/Topic	Chapter	Events and Submissions/Topic
Module 2- Asset Capability Delivery	Study all chapters and practice Self Assessment Quiz 1, keep working on Assignment 1	Discussion forum activities and Zoom session.

**Week 4 - 29 Mar 2021**

Module/Topic	Chapter	Events and Submissions/Topic
Module 2- Asset Capability Delivery	Study all chapters and practice Self Assessment Quiz 2, Work on Assignment 1.	Discussion forum activities on Assignment -1 in Zoom session.

**Week 5 - 05 Apr 2021**

Module/Topic	Chapter	Events and Submissions/Topic
Module 3- Financial Methods	Study all chapters and practice Self Assessment Quiz 1, start planning Assignment 2.	Zoom session

**Vacation Week - 12 Apr 2021**

Module/Topic	Chapter	Events and Submissions/Topic
Vacation week		

**Week 6 - 19 Apr 2021**

Module/Topic	Chapter	Events and Submissions/Topic
Module 3- Financial Methods	Study all chapters including case study and practice Self Assessment Quiz 2.	Discussion forum activities and Zoom session. <b>Written Assessment-1</b> Due: Week 6 Monday (19 Apr 2021) 11:45 pm AEST

**Week 7 - 26 Apr 2021**

Module/Topic	Chapter	Events and Submissions/Topic
Module 4- Asset Budgeting CAPEX and OPEX	Study all chapters and practice Self assessment Quiz 1 and start working on Assignment 2	Discussion forum activities and Zoom session.

**Week 8 - 03 May 2021**

Module/Topic	Chapter	Events and Submissions/Topic
Module 4- Asset Budgeting CAPEX and OPEX	Study all chapters and practise Self Assessment Quiz 2, Keep working on Assignment 2	Discussion forum activities and Zoom session.

**Week 9 - 10 May 2021**

Module/Topic	Chapter	Events and Submissions/Topic
Module 5- Risk Analysis and Risk Management	Study all chapters and practise Self Assessment Quiz 1, Analyse data and keep working on Assignment 2	Discussion forum activities and Zoom session.

**Week 10 - 17 May 2021**

Module/Topic	Chapter	Events and Submissions/Topic
Module 5- Risk Analysis and Risk Management	Study all chapters and practice Self Assessment Quiz 2, Practise the asset information exercise in the Learning Guide and collect similar data from your company, for Assignment 2	Discussion forum activities and Zoom session.

**Week 11 - 24 May 2021**

Module/Topic	Chapter	Events and Submissions/Topic

Module 6- Support Systems	Study all chapters, practice Self Assessment Quiz 1 & 2	Discussion forum activities on Assignment 2&3 and Zoom session. <b>Mini-project-Assessment 2</b> Due: Week 11 Monday (24 May 2021) 11:45 pm AEST
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### Week 12 - 31 May 2021

Module/Topic	Chapter	Events and Submissions/Topic
Module 6- Support Systems	Review chapters, submit the Assignment 3 Presentation ( Question-Answer)	Assignment discussions and Zoom session.

### Review/Exam Week - 07 Jun 2021

Module/Topic	Chapter	Events and Submissions/Topic
		<b>Take Home Exam</b> Due: Review/Exam Week Monday (7 June 2021) 11:45 pm AEST

### Exam Week - 14 Jun 2021

Module/Topic	Chapter	Events and Submissions/Topic
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## Assessment Tasks

### 1 Written Assessment-1

#### Assessment Type

Written Assessment

#### Task Description

Please read Module 1 of your Learning Guide thoroughly prior to attempting this assignment. The assignment is based on information gathered from your industry through reports or interviews. Resources beyond the Learning Guide will also be required for this assignment. Choose your problem in such a way that it is used for your Assignment 2 also which is a mini-project. If the information is of a confidential nature the data could be scaled or given as a schematic, the responsibility lies with the student.

The objectives of this assignment are:

- Identify and briefly outline a project for a potential asset based development or improvement related to your workplace,
- Identify existing procedures and/or documentation within your organisation relating to decisions regarding asset acquisitions or developments, including financial or business case requirements and logistic support aspects.

Further information will be available on the unit Moodle website.

#### Assessment Due Date

Week 6 Monday (19 Apr 2021) 11:45 pm AEST

#### Return Date to Students

Week 8 Monday (3 May 2021)

#### Weighting

30%

#### Assessment Criteria

The assessment criteria for this assignment are as follows:

- Clarity of problem definition
- Understanding conveyed by the proposed methods of progressing the project
- Ability to locate and summarise relevant documentation and procedures
- Provide overall clarity of expression, correct grammar, spelling and punctuation

A word count limit applies for this assignment and is subjected to a penalty if exceeded. For other information such as, marking criteria, assignment question and the marking scheme for each question please visit the moodle web page of this unit.

## Referencing Style

- [Harvard \(author-date\)](#)

## Submission

Online

## Submission Instructions

Please submit word file only no PDF document will be accepted . The required standard file name format, Example -John\_Smith\_ENMM20024\_Ass1.doc

## Learning Outcomes Assessed

- Identify asset management functions
- Develop a life cycle plan for an asset in an organisation

## Graduate Attributes

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research

# 2 Mini-project-Assessment 2

## Assessment Type

Written Assessment

## Task Description

The assignment question/s will be uploaded on the on the Moodle web page of this unit two weeks prior to start of the term. The assignment has three questions which relate to Module 1, 4, & 5 of the Learning Guide. This will require collection of information from company reports or by interviewing other employees and resources beyond Learning Guide. The objectives of the assessment are to:

- Develop multi-literacy skills through reflection, written communication and referencing
- Explore some of the fundamental concepts of management
- Introduce the concept of asset life cycles and maintenance financial analysis models
- Apply asset and maintenance management principles to improve organisational effectiveness

## Assessment Due Date

Week 11 Monday (24 May 2021) 11:45 pm AEST

## Return Date to Students

Review/Exam Week Friday (11 June 2021)

Marks awarded for this assignment will be subjected to moderation.

## Weighting

50%

## Assessment Criteria

This is a criterion-based assessment item. Please note that it is highly recommended that you read beyond the unit materials to complete assessment items. Your submission for this assessment will be evaluated by the following criteria:

- Demonstration of knowledge and understanding of concepts.
- Evidence of reserach beyond own experience and unit resources.
- Clarity of expression, including use of terminology, ease of reading, spelling and grammar, orderly and logical presentation and use of diagrams to illustrate ideas.
- Quality of technical presentation including neatness, appropriate use of figures and tables including references.

## Referencing Style

- [Harvard \(author-date\)](#)

## Submission

Online

## Submission Instructions

Please submit word file only no PDF document will be accepted .The required standard file name format, Example -John\_Smith\_ENMM20024\_Ass2.doc



### **Learning Outcomes Assessed**

- Identify asset management functions
- Develop a life cycle plan for an asset in an organisation
- Apply financial concepts and techniques in an asset intense organisation
- Identify the key risks associated with assets in an intense assets organisation
- Demonstrate your leadership by applying asset management standards within your organisation.

### **Graduate Attributes**

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research
- Self-management
- Ethical and Professional Responsibility
- Leadership

## **3 Take Home Exam**

### **Assessment Type**

Take Home Exam

### **Task Description**

This assignment is a Take-home exam the questions will be uploaded 1 week prior to the submission due date. The assignment is aimed at assessing the overall understanding of Asset Management topics and the Asset Management Standard ISO55000. Students are required to read the course notes and present responses to the questions asked in this assignment. Students' responses should reflect their own interpretation and workplace experience, as well as learning through commentary given by experts in articles and books including the recommended text book of this unit.

### **Assessment Due Date**

Review/Exam Week Monday (7 June 2021) 11:45 pm AEST

### **Return Date to Students**

Exam Week Friday (18 June 2021)

A delay in marking is expected. Marks awarded for the assessment will not be final as these are subjected to moderation

### **Weighting**

20%

### **Assessment Criteria**

The following assessment criteria will be applied:

- Answers should be short and to the point.
- The response should reflect the accuracy of information contained in the answer.
- Students own interpretation should reflect his/her own workplace experience.
- Answers need not be cut and paste from the standards or notes
- For further information please visit the Moodle Website.

### **Referencing Style**

- [Harvard \(author-date\)](#)

### **Submission**

Online

### **Submission Instructions**

Please submit word file only no PDF document will be accepted. The required standard file name format, Example -John\_Smith\_ENMM20024\_Ass3.doc

### **Learning Outcomes Assessed**

- Identify the key risks associated with assets in an intense assets organisation
- Demonstrate your leadership by applying asset management standards within your organisation.

### **Graduate Attributes**

- Communication
- Self-management
- Leadership

## Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the [Student Academic Integrity Policy and Procedure](#). This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

### What is a breach of academic integrity?

A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

### Why is academic integrity important?

A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

### Where can I get assistance?

For academic advice and guidance, the [Academic Learning Centre \(ALC\)](#) can support you in becoming confident in completing assessments with integrity and of high standard.

### What can you do to act with integrity?



#### Be Honest

If your assessment task is done by someone else, it would be dishonest of you to claim it as your own



#### Seek Help

If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)



#### Produce Original Work

Originality comes from your ability to read widely, think critically, and apply your gained knowledge to address a question or problem