



# ENMM20026 Turnaround Maintenance Management

## Term 1 - 2018

Profile information current as at 14/12/2025 06:55 am

All details in this unit profile for ENMM20026 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 provides the technical skills and theoretical knowledge required to participate in a turnaround event. It focuses on detailed systematic approach to turnaround management.

### 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

Prerequisites: ENMM20023 and ENMM20025

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 - 2018

- Distance

### 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. **Online Test**

Weighting: 10%

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

Weighting: 30%

#### 3. **Presentation and Written Assessment**

Weighting: 60%

### 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 Students feedback

##### Feedback

Delays in assessment feedback

##### Recommendation

Marking process will be reviewed and more resourcing will be investigated.

## Unit Learning Outcomes

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

1. Evaluate the importance of maintenance management, specifically in relation to the turnaround planning and the implications of the turnaround event.
2. Recommend a plan to effectively manage a turnaround event
3. Evaluate the outcome of the turnaround event and suggest improvements.
4. Optimise the resources required for a turnaround.

## Alignment of Learning Outcomes, Assessment and Graduate Attributes



N/A  
Level



Introductory  
Level



Intermediate  
Level



Graduate  
Level



Professional  
Level



Advanced  
Level

### Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes			
	1	2	3	4
1 - Online Test - 10%	•		•	•
2 - Written Assessment - 30%	•	•	•	•
3 - Presentation and Written Assessment - 60%		•	•	•

### Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes			
	1	2	3	4
1 - Knowledge	◦	◦	◦	◦
2 - Communication		◦	◦	◦
3 - Cognitive, technical and creative skills	◦	◦	◦	◦
4 - Research		◦	◦	◦

Graduate Attributes	Learning Outcomes			
	1	2	3	4
5 - Self-management	o	o	o	o
6 - Ethical and Professional Responsibility				o
7 - Leadership				o
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 - Online Test - 10%	o	o	o		o			
2 - Written Assessment - 30%	o	o	o	o	o			
3 - Presentation and Written Assessment - 60%	o	o	o	o	o	o	o	

## Textbooks and Resources

### Textbooks

There are no required textbooks.

### IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)

## Referencing Style

No referencing style set.

## Teaching Contacts

**Heena Panchasara** Unit Coordinator  
[h.panchasara@cqu.edu.au](mailto:h.panchasara@cqu.edu.au)

## Schedule

### Week 1 - 05 Mar 2018

Module/Topic

Chapter

Events and Submissions/Topic

**Module 1-Turnaround Management: An Overview**

**Topic 1:: Turnaround Management: An Overview**

**Week 2 - 12 Mar 2018**

Module/Topic	Chapter	Events and Submissions/Topic
<a href="#">Initiation the Turnaround</a>	<b>Topic 2::</b> Inititiang the Turnaround	

**Week 3 - 19 Mar 2018**

Module/Topic	Chapter	Events and Submissions/Topic
<b>Module 3-Phase 2-Preparation</b>	<b>Topic 3: Validating the work scope</b>	<b>This Tuesday is census date you cannot add or drop this course after that.</b>

**Week 4 - 26 Mar 2018**

Module/Topic	Chapter	Events and Submissions/Topic
<b>(Module 3-Phase 3-Preparation)</b>	<b>Topic 4: Pre shutdown work</b>	

**Week 5 - 02 Apr 2018**

Module/Topic	Chapter	Events and Submissions/Topic
<b>(Module 3)</b>	<b>Topic 5: Contractor Packages</b>	Online test this week <b>Assessment 1- Online test</b> , Due: Week 5 Friday (6 Apr 2018) 11:45 pm AEST

**Vacation Week - 09 Apr 2018**

Module/Topic	Chapter	Events and Submissions/Topic
<b>Mid Term Break</b>		

**Week 6 - 16 Apr 2018**

Module/Topic	Chapter	Events and Submissions/Topic
<b>(Module 3)</b> Obtain a shutdown plan from your place of work; Is there a critical path sequence identified?	<b>Topic 6: The Turnaround Plan</b>	

**Week 7 - 23 Apr 2018**

Module/Topic	Chapter	Events and Submissions/Topic
<a href="#">Topic 7 - The Turnaround Organization</a>	<a href="#">Topic 7 - The Turnaround Organization</a>	<b>Assessment 2- Written assignment</b> , Due: Week 7 Friday (27 Apr 2018) 11:45 pm AEST

**Week 8 - 30 Apr 2018**

Module/Topic	Chapter	Events and Submissions/Topic
<b>(Module 3)</b>	<b>Topic 8: Site logistics</b>	

**Week 9 - 07 May 2018**

Module/Topic	Chapter	Events and Submissions/Topic
<b>(Module 3)</b>	<b>Topic 9: The cost profile &amp; Topic 10: The safety plan</b>	

**Week 10 - 14 May 2018**

Module/Topic	Chapter	Events and Submissions/Topic
<b>(Module 3)</b>	<b>Week 10 - Topic 11: The quality plan &amp;Topic 12: The communication package</b>	

**Week 11 - 21 May 2018**

Module/Topic	Chapter	Events and Submissions/Topic
<b>(Module 4)</b>	<b>Phase 3, Topic 13 -Turnaround execution</b>	

**Week 12 - 28 May 2018**

Module/Topic	Chapter	Events and Submissions/Topic
(Module 5)	Topic 14 Terminating the Turnaround	<b>Assessment 3- Presentation and written assessment</b> , Due: Week 12 Friday (1 June 2018) 11:45 pm AEST
<b>Review/Exam Week - 04 Jun 2018</b>		
Module/Topic	Chapter	Events and Submissions/Topic
There are three assessments in this course the first one is online test. You will be given instructions one week in advance.		

## Term Specific Information

Please note **Online lectures** via Zoom will be scheduled for regular classes and there will be **NO RESIDENTIAL SCHOOL** for this course. The lectures will be scheduled keeping in mind West Australian students. You are invited to give your suggestions via discussion forum so that a schedule could be finalized by first week of the term. Please see the Blackboard collaborate session block is on the left side of this page. Please keep visiting this course website regularly so that you do not miss out any event or announcement. There are three assessments in this course the first one is online test. You will be given instructions one week in advance.

## Assessment Tasks

### 1 Assessment 1- Online test,

#### Assessment Type

Online Test

#### Task Description

The objective of online open book test will be to assess your basic understanding of turnaround maintenance. The test questions will be available just before the test date via moodle web page of this course.

#### Assessment Due Date

Week 5 Friday (6 Apr 2018) 11:45 pm AEST

Online Test questions will be available for a specified time.

#### Return Date to Students

Week 7 Friday (27 Apr 2018)

It is expected that marked assessment will be returned within 2 weeks of the due date when submitted on time

#### Weighting

10%

#### Assessment Criteria

- Your assessment will be evaluated based on knowledge and understanding of the concepts of turnaround maintenance. Further details will be available on the moodle web page of this course one week before the test date.

#### Submission

Online

#### Submission Instructions

Assignments must be submitted electronically (in "MSWord" format NOT pdf) in Moodle. When uploading your assignment on Moodle, ensure you use the following file format, Example - 'Albert Jones\_s024789\_ENMM20026\_Assignment 1

### **Learning Outcomes Assessed**

- Evaluate the importance of maintenance management, specifically in relation to the turnaround planning and the implications of the turnaround event.
- Evaluate the outcome of the turnaround event and suggest improvements.
- Optimise the resources required for a turnaround.

### **Graduate Attributes**

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Self-management

## **2 Assessment 2- Written assignment,**

### **Assessment Type**

Written Assessment

### **Task Description**

The objective of this assessment is to give you an opportunity to apply the theory you have learnt in your workplace. Consequently, you will be required to gather some workplace data. If there are confidentiality concerns regarding this information, it is permissible to modify the data provided it is still consistent.

The assignment questions will be uploaded on the course moodle website before the start of term.

---

### **Assessment Due Date**

Week 7 Friday (27 Apr 2018) 11:45 pm AEST

The assignment questions will be uploaded on the moodle web page of this course two weeks prior to start of the term.

### **Return Date to Students**

Week 9 Friday (11 May 2018)

### **Weighting**

30%

### **Assessment Criteria**

This is a criterion-based assessment item. Please note that it is highly recommended that you read beyond the course 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 research beyond own experience and course
- Clarity of expression, including use of terminology, ease of reading, spelling and grammar, orderly and logical presentation and use of diagrams to illustrate points.
- Quality of technical presentation including neatness, appropriate use of figures and tables and references.

For further information and marking guide please visit Moodle web site.

### **Submission**

Online

### **Submission Instructions**

Use standard file name format, Example -John\_Smith\_ENMM20018\_Ass2.doc

### **Learning Outcomes Assessed**

- Evaluate the importance of maintenance management, specifically in relation to the turnaround planning and the implications of the turnaround event.
- Recommend a plan to effectively manage a turnaround event
- Evaluate the outcome of the turnaround event and suggest improvements.
- Optimise the resources required for a turnaround.

### **Graduate Attributes**

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

### 3 Assessment 3- Presentation and written assessment,

#### **Assessment Type**

Presentation and Written Assessment

#### **Task Description**

The assignment will be uploaded on the moodle web page of this course prior to start of the term.

- The mini-project is an in-depth study of how Turnarounds are carried out within your own organisation. It demonstrates how the course content can be of practical use in evaluating the effectiveness of actual Turnarounds and act as an aid for preparing a report for improvement.
- Some of the required information may be difficult to obtain due to its confidential nature. If this is the case the information can be changed by a factor to maintain relevance yet provide the confidentiality required or information may also need to be obtained through interviews or estimations.
- You will need to develop a persuasive case for your improvement plan. The report should be of a standard that it could be submitted to your company's Senior Management and convince them of how the shutdown could be improved, including assessment of the benefit to the company. The report's success will also be judged on how convincing you put the case for your improvement plan.

#### **Assessment Due Date**

Week 12 Friday (1 June 2018) 11:45 pm AEST

#### **Return Date to Students**

Review/Exam Week Friday (8 June 2018)

Marked assignments will be returned within two weeks of the actual submission date.

#### **Weighting**

60%

#### **Assessment Criteria**

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

- Demonstration of knowledge and analytical skills.
- Evidence of research beyond own experience and course
- Clarity of expression, including use of terminology, ease of reading, spelling and grammar, orderly and logical presentation and use of diagrams to illustrate points.
- Quality of technical presentation including neatness, appropriate use of figures and tables and references.
- Use of correct and accurate referencing.

For further information and marking guide please visit Moodle web site.

---

#### **Submission**

Online

#### **Learning Outcomes Assessed**

- Recommend a plan to effectively manage a turnaround event
- Evaluate the outcome of the turnaround event and suggest improvements.
- Optimise the resources required for a turnaround.

#### **Graduate Attributes**

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