ENMM20026 *Turnaround Maintenance Management*

Term 2 - 2023

Profile information current as at 12/10/2024 02:15 pm

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 2 - 2023

- 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. **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 teaching evaluation

Feedback

Requirements should be clear

Recommendation

Assessment marking criteria will be explicitly explained in the marking rubric and will also be further discussed in the class. The marking rubric will be uploaded in Moodle early.

Feedback from Class room discussion

Feedback

Student find this unit very useful at their workplace

Recommendation

This feature will be maintained and will be reviewed for its currency from time to time.

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

Graduate Attributes	Learning Outcomes			
	1	2	3	4
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 - Online Test - 10%	○	○	○		○			
2 - Written Assessment - 30%	○	○	○	○	○			
3 - Presentation and Written Assessment - 60%	○	○	○	○	○	○	○	

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)
- Zoom Lecture Sessions
- Unit Study Guide

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
s.sharma2@cqu.edu.au

Schedule

Week 1 - 10 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Topic 1: Turnaround Management: An Overview (Module 1- Turnaround Management: An Overview	**Turnaround Management: An Overview** **Lecture 1 - Topic 1, Turnaround Overview**	Week 1 Zoom Lecture session

Week 2 - 17 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Module 2 - Phase 1- Initiationing the Turnaround	Lecture 2 - Initiation the Turnaround	Review chapters before attending scheduled zoom session Week 2 Zoom Lecture session

Week 3 - 24 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Module 3-Phase 2-Preparation	**Topic 3: Validating the work scope**	Week 3 Zoom Lecture session

Week 4 - 31 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Module 3- Phase 3- Preparation	**Topic 4: Pre-Shutdown work**	Review chapters before attending scheduled zoom session Week 4 Zoom Lecture session **This week Tuesday the 1st August 23 is the Census Date, you cannot drop this unit after this date.**

Week 5 - 07 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
Module 3 - Validating the work scope	**Topic 5: Contractor Packages**	**Assignment 1 is due** this Week Week 5 Zoom Lecture session **Assessment 1- Written MS Word File submission Online** Due: Week 5 Monday (7 Aug 2023) 11:59 pm AEST

Vacation Week - 14 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
Mid Term Break		No teaching this week

Week 6 - 21 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
Module 4 - Executing the Turnaround	**Topic 6: The Turnaround Plan**	Review chapters before attending scheduled zoom session Week 6 Zoom Lecture session

Week 7 - 28 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
Module3- Validating the work scope	**Topic 7 - The Turnaround Organization**	Week 7 Zoom Lecture session
Week 8 - 04 Sep 2023		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Module3- Validating the work scope	**Topic 8: Site logistics**	Review chapters before attending the scheduled Zoom session Week 8 Zoom Lecture session **Assignment 2 is due this Friday** **Assessment 2- Written assignment,** Due: Week 8 Friday (8 Sept 2023) 11:59 pm AEST
Week 9 - 11 Sep 2023		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Module 3 Topic 9 & 10 - Cost/Safety	**Topic 9: The cost profile & Topic 10**	Review chapters before attending scheduled zoom session Week 9 Zoom Lecture session
Week 10 - 18 Sep 2023		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Module 3- Validating the work scope	**Topic 11 Quality & Topic 12 Communications**	Review chapters before attending scheduled zoom session Week 10 Zoom Lecture session
Week 11 - 25 Sep 2023		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Module 4 - Executing the Turnaround	**Phase 3, Topic 13 -Turnaround execution**	Review chapters before attending scheduled zoom session Week 11 Zoom Lecture session
Week 12 - 02 Oct 2023		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Module 5 - Terminating the Turnaround	**Topic 14 Terminating the Turnaround**	Week 12 Zoom Lecture session and ask question on Assignment 3.
Review/Exam Week - 09 Oct 2023		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Assignment	No teaching assignment due	**Assignment 3 submission is due Monday this week.** **Asseesment 3- Presentation and written assessment,** Due: Review/Exam Week Monday (9 Oct 2023) 11:59 am AEST
Exam Week - 16 Oct 2023		
Module/Topic	**Chapter**	**Events and Submissions/Topic**

Assessment Tasks

1 Assessment 1- Written MS Word File submission Online

Assessment Type
Online Test

Task Description
The objective of this assessment will be to assess your basic understanding of turnaround maintenance practice in industry. The assessment questions will be available via unit Moodle website of this unit. This assessment is intended to demonstrate to the students that the course material is similar to what can be practiced in industry.

Assessment Due Date
Week 5 Monday (7 Aug 2023) 11:59 pm AEST

Submit your assessment online as an MS Word document

Return Date to Students
Week 7 Monday (28 Aug 2023)

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 unit.

Referencing Style

- Harvard (author-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

assessmentOutcome

- 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.

assessmentGradAttribute

- 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 8 Friday (8 Sept 2023) 11:59 pm AEST

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

Return Date to Students
Week 10 Friday (22 Sept 2023)

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

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.

Referencing Style

- Harvard (author-date)

Submission
Online

Submission Instructions
Assignments must be submitted electronically (in "MSWord" format NOT pdf) in Moodle. Use standard file name format, Example –John_Smith_ENMM20026_Ass2.doc

assessmentOutcome

- 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.

assessmentGradAttribute

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

3 Asseesment 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 organization. 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
Review/Exam Week Monday (9 Oct 2023) 11:59 am AEST

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

Return Date to Students

Marked assignments will be returned only after the moderation of grade in this unit and results will be released on grade certification 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.

Referencing Style

- Harvard (author-date)

Submission
Online

Submission Instructions
Assignments must be submitted electronically (in "MSWord" format NOT pdf) in Moodle. Use standard file name format, Example –John_Smith_ENMM20026_Ass3.doc

assessmentOutcome

- 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.

assessmentGradAttribute

- 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