

Graduate Attributes

Scope

This policy is applicable to Kaplan Business School Pty Ltd, (“Kaplan”).

Purpose

Kaplan defines the philosophy underpinning its courses through the Graduate Attributes. The Kaplan Business School attributes are the qualities we would like our students to develop; they reflect what our students will know (knowledge) or be able to do (capabilities) when they finish their course.

The Kaplan Business School Graduate Attributes are:

1. Ethical practices
2. Emotional intelligence
3. Interdisciplinary problem solving and deep discipline knowledge
4. Collaboration
5. Information and digital literacy
6. Written, verbal and non-verbal communication skills
7. Global citizenship

Policy Aims

The policy is designed to ensure that on graduation, students can demonstrate deep knowledge of their discipline, with developed abilities that reflect career readiness to participate successfully in the workforce and as responsible and just citizens.

Kaplan provides experiences and opportunities conducive to the development of each attribute during a student’s time at the School. Kaplan encourages students to be focused on acquiring attributes that enhance their post-study employability. These experiences and opportunities include not only those for a formal nature via each subject’s set of assessments but also via classroom-based interactions on campus and online, and where applicable, through work-integrated learning.

The Kaplan Business School Graduate Attributes are outlined in detail below, including a description of each attribute and the specific behaviours or qualities demonstrated by students upon graduation.

Ethical practices

Ethical behavior is built on important human values like professional integrity, inclusivity, fairness, responsibility, trustworthiness and respect for others. These values underpin professional learning and are central to Kaplan programs ensuring that students can ultimately demonstrate through learning engagement and assessment tasks the expression and understanding of diverse opinions and ideas by acting with honesty and integrity in all dealings, by taking accountability for decisions and actions, and by contributing positively to the academic community and society.

Graduates who adhere consistently to ethical practices:

- Engage with others in a manner that is socially just and culturally inclusive of diversity
- Take personal responsibility for their work and deliver it with integrity
- Make fair and reasoned decisions, taking into account a multitude of perspectives

Emotional intelligence

Emotional intelligence requires graduates to demonstrate self-awareness and the ability to modify their behavior appropriately to the social and cultural contexts of personal and professional settings.

Emotionally intelligent graduates:

- Reflect on how their language, actions and decisions impact the people around them
- Take responsibility for the outcomes that arise due to their language, actions and decisions
- Cultivate skills of resilience and empathy to deal with the uncertainty of a rapidly changing business landscape

Interdisciplinary problem solving and deep discipline knowledge

Contemporary business professionals solve complex problems through critical thinking, the synthesis of interdisciplinary knowledge and complex problem solving based on evidence derived from deep discipline knowledge. Problem solving involves sourcing concepts, models and processes from disciplines from both inside and outside the graduate's area of expertise.

Graduates with interdisciplinary problem-solving skills and deep discipline knowledge:

- Create meaningful solutions to modern-day business dilemmas with reference to cross-disciplinary theories, research and knowledge
- Formulate creative and evidence-based solutions in a reasoned and intentional manner
- Critically analyse complex business problems, using a diverse knowledge base to find valid solutions

Collaboration

People in modern workplaces are more interconnected than ever and are required to work both individually and collaboratively across local and global contexts.

Graduates applying collaborative skills:

- Use informal leadership techniques to foster greater teamwork and collegiality
- Benefit from group work to accelerate ideas and productivity
- Work effectively in teams of diverse viewpoints, backgrounds and locations

Information and digital literacy

Digital literacy is key to navigating and interacting in an increasingly technological environment. Graduates must be able to access, evaluate, use, create or disseminate information via digital technologies such as the Internet, social media, mobile devices and software programs. Graduates should understand digital platforms and how they work as they collect relevant data, manage it ethically, interpret it accurately and critically, and then convey it to others in a comprehensible format.

Graduates who possess information and digital literacy:

- Navigate and use a variety of online platforms and digital tools to support technologically diverse workplace activities
- Research, access and evaluate the usability, reliability, viability, authenticity and origin of information and data
- Use evidence-based methodologies to arrive at objective decisions

Written, verbal and non-verbal communication skills

Effective communicators engage an audience using a variety of methods and technologies to convey knowledge and ideas. Communicative activities such as writing reports, making recommendations, delivering presentations, discussing conflicting information, negotiating a desired outcome, holding meetings or listening attentively and critically to verbal and non-verbal messages transmitted by others are essential in any discipline, workplace or profession.

Graduates who demonstrate communication skills:

- Use technically correct, appropriate and diverse strategies to convey their message with clarity and integrity and in a manner that is culturally appropriate
- Stand out as credible brand ambassadors
- Influence stakeholders in a positive and collaborative manner

Global citizenship

In a business landscape increasingly characterized by international commerce and a multicultural and multinational workforce, graduates must navigate an interconnected and interdependent world. Global citizens recognise their role in a world community, value diversity and act responsibly in ways that promote equity and sustainability. Global citizens are culturally competent employees and agile operators who understand the broader societal, cultural and environmental impacts of their decisions.

Graduates demonstrating global citizenship:

- Understand their place in the wider world and how their decisions and actions affect that world
- Cultivate an organisational culture of sustainability, consideration and perspective
- Build strong relationships in any business context with stakeholders from varied linguistic and cultural backgrounds

Version Control and Accountable Officer(s)

It is the joint responsibility of the Implementation Officer and Responsible Officer to ensure compliance with this policy.

Policy Category	Academic			
Responsible Officer	Vice President, Academic			
Implementation Officer	Academic Dean			
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Approved by				
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Version	Authored by	Brief Description of the changes	Date Approved:	Effective Date:
1.0	Quality & Standards Group	Unpacking of one document into existing document	01.01.2014	01.01.2014
1.1	Academic Quality and Governance Team	Document reviewed for currency and edited to promote clarity. Implementation Officer introduced into policy. Retitled to Graduates Attributes Policy to reflect industry nomenclature.	25.05.2016	16.06.2016
2.0	Academic Dean in collaboration with the Quality, Regulations and Standards Team	Policy review. Replaced all Graduate Attributes to align with industry standards and currency.	30.01.2020	10.02.2020