

GRANDE PRAIRIE REGIONAL COLLEGE
DEPARTMENT OF BUSINESS ADMINISTRATION & COMMERCE
COURSE OUTLINE
BA1380 A2: ORGANIZATIONAL BEHAVIOUR I 3(3-0-0)
FALL 2008

INSTRUCTOR: Charles A. Backman

TELEPHONE: (W) 539-2846

EMAIL: (W) cbackman@gprc.ab.ca

OFFICE: C413

OFFICE HOURS: TBD or by appointment

CLASS TIME: 08:30 to 09:50 TTh

PRE-REQUISITES:

REQUIRED TEXT: Robbins, Stephen P., and Langton, Nancy. (2007) Organizational Behaviour, Concepts, Controversies, Applications (Fourth Canadian Edition). Toronto. Pearson Prentice Hall.

TEXT USAGE: The textbook is used extensively throughout the course. The first seven chapters are required reading.

COURSE DESCRIPTION:

The organization of human productive energy is the central focus of this introductory course. Themes of balancing task, relationship requirements, and the needs of the organization with those of the individual, are stressed. Specific topics include: perception, personality, values, attitudes, motivation, group behaviour, teamwork, power and politics.

COURSE OBJECTIVES:

1. To explore the meaning of Organizational Behaviour.
2. To understand how perception, personality, values and attitudes can impact the workplace.
3. To apply different theories of motivation to the workforce.
4. To explore the concept of teamwork and its use in the workplace.
5. To understand how effective interaction can occur to achieve cohesive work groups.

Transferability:

Athabasca University as ORGB 2xxx (3) Please check with the receiving institution for confirmation.

COURSE FORMAT:

BA 1380 A2 consists of three hours of instructional time weekly. The class work will be comprised of lectures, class discussions, small group work, case studies, and student presentations. The schedule may be adjusted if necessary. Extensive use of powerpoint slides will be made. It is the student's responsibility to download the powerpoint presentation for the designated chapter.

GRADE COMPOSITION:

The following tests and participation will determine your final grade:

Participation/Assignments (no more than 5)	20%	Various throughout term
Mid-Term 1	20%	May be conducted in a computer lab using Blackboard (September 29)
Mid-Term 2	20%	May be conducted in computer lab using Blackboard (October 23)
Case paper and presentation	15%	See below for details
Final Exam	25%	TBD

Unauthorized late assignments, if accepted, will have a 10% per day late penalty applied to the assignment grade. If you believe that you have a legitimate reason for handing in an assignment or other deliverable, please contact the instructor before hand.

You will be expected to complete various reading and writing assignments outside of class time.

Grades will be assigned on the Letter Grading System.

Business Administration and Commerce Department

Grading Conversion Chart

Alpha Grade	4-point equivalent	Percentage guidelines	Designation
A+	4	95-100	EXCELLENT
A	4	90-94	EXCELLENT
A-	3.7	85-89	FIRST CLASS STANDING
B+	3.3	80-84	FIRST CLASS STANDING
B	3	76-79	GOOD
B-	2.7	72-75	GOOD
C+	2.3	68-71	SATISFACTORY
C	2	64-67	SATISFACTORY
C-	1.7	60-63	SATISFACTORY
D+	1.3	55-59	Minimal PASS
D	1	50-54	Minimal PASS
F	0	0-49	FAIL

ATTENDANCE:

Your attendance and participation are important to the success of this course. As well, you are responsible for obtaining any notes or handouts you may have missed due to an absence.

CASE ANALYSES:

The group assignment will consist of typed, 8-page maximum, double-spaced analyses of specified cases accompanied by a no more than 20 minute long presentation. The presentations will take place at the end of term. The management situation posed in the case is to be analyzed using the theoretical concepts and tools discussed in class and the textbook. Solutions and recommendations are to conclude the analysis.

Group presentations are to be conducted in a professional manner. Each presentation is to be followed by a general question-and-answer period where other students are expected to join the discussion. Case written work is due at the beginning of the lecture, the day of the presentation. Presentations will be graded on such dimensions as organization, delivery and supporting material. The individual case assignment will be a hand-in analysis (typed, 8-page maximum double-spaced) of a specified case.

**BA 1380 A2
CLASS SCHEDULE
FALL 2008**

Week Number	WEEK beginning with	COMMENTS	LESSON	TOPICS	READINGS
1	Sept. 4	Classes begin Sept. 4 (Thurs.)	Course introduction	Review course outline and expectations; Review material available from Blackboard	
2	Sept. 9		Understanding the workplace	What is organizational behavior	Ch. 1
2	Sept. 11		Understanding the workplace	What is organizational behavior	Ch. 1
3	Sept. 16		Discussion		

3	Sept. 18		Understanding the workplace	Perceptions, personality, and emotions	Ch. 2
4	Sept. 23		Understanding the workplace	Perceptions, personality, and emotions	Ch. 2
4	Sept. 25		Discussion		
5	Sept. 30	Mid-Term #1	Ch. 1 and 2		
5	Oct. 2		Understanding the workplace	Values, attitudes, and diversity in the workplace	Ch. 3
6	Oct. 7		Understanding the workplace	Values, attitudes, and diversity in the workplace	Ch. 3
6	Oct. 9		Discussion		
7	Oct. 14		Striving for performance	Theories of motivation	Ch. 4
7	Oct. 16		Striving for performance	Theories of motivation	Ch. 4
8	Oct. 21		Discussion		
8	Oct. 23	Mid-Term #2	Ch. 3 and 4		
9	Oct. 28		Striving for performance	Motivation in action	Ch. 5
9	Oct. 30		Striving for performance	Motivation in action	Ch. 5
10	Nov. 4		Striving for performance	Groups and teamwork	Ch. 6
10	Nov. 6		Striving for performance	Groups and teamwork	Ch. 6
11	Nov. 11	Remembrance Break			
11	Nov. 13		Discussion		
12	Nov. 18		Interacting effectively	Communications	Ch. 7
12	Nov. 20		Interacting effectively	Communications	Ch. 7
13	Nov. 25		PRESENTATIONS		
13	Nov. 27		PRESENTATIONS		
14	Dec. 2		PRESENTATIONS		
14	Dec. 4	Last BA 1380 Class			

WEEK TOPICS READING

*Readings are from the Robbins text.

Students will also be required to read / complete various additional handouts and exercises assigned throughout the term.