



DEPARTMENT OF BUSINESS ADMINISTRATION AND OFFICE ADMINISTRATION

COURSE OUTLINE – Winter 2016 OT3010 – Behaviour in Organizations – 3(3-0-0)45 Hours

INSTRUCTOR: Richard Beeson **PHONE:** 539-2864 (office)
OFFICE: C407 **E-MAIL:** rbeeson@gprc.ab.ca

OFFICE Monday & Wednesday
HOURS: 13:00 – 14:00 or by appointment

PREREQUISITE(S)/COREQUISITE: None

REQUIRED TEXT/RESOURCE MATERIALS:

Robbins, Stephen P., and Langton, Nancy. (2014) Organizational Behaviour, Concepts, Controversies, Applications (Seventh Canadian Edition). Toronto. Pearson Prentice Hall.

CALENDAR DESCRIPTION:

The course examines the sociological and psychological bases of individual behaviour in organizations. Topics of individual psychology examined will include cognition, perception, attitude formation and change, personality structures and change, and motivation. The course will also investigate the behaviour of individuals in groups and organizations. In this context various aspects of group dynamics such as leadership, communication, interpersonal sensitivity, morale and satisfaction, and the formation and attainment of individual and group goals will be discussed.

CREDIT/CONTACT HOURS:

This is a 3 credit course with 3 lecture hours per week. Students are expected to attend all classes.

DELIVERY MODE(S):

The course work includes a combination of lectures, class discussions, group work, in-class exercises, videos and case studies. Where appropriate and when available, guest speakers will be used.

Objectives:

To gain an understanding of the impacts individuals, groups, and structure have on an organization.

Learning Outcomes:

To identify and utilize behavioural sciences in management processes;

To develop a theoretical basis for analyzing human behaviour in organizational settings;

To develop the ability to put theory into practice through application to personal experience and/or case studies; To develop an understanding of the effects of interaction and structure on human behaviour;

To develop and improve interpersonal skills relevant to OB in practice.

TRANSFERABILITY:

** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions.

Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.

Transfer agreements with the following institutions:

(Click on the links for details and any applicable transfer conditions that may apply)

- [Athabasca University: ORGB 364 \(3\)](#)
- [Canadian University College: BUAD 3xx \(3\)](#)
- [Concordia University College of Alberta: BUS 2xx \(3\)](#)
- [King's University College, The: BUSI 3xx \(3\)](#)
- [MacEwan University: ORGA 316 \(3\)](#)
- [University of Alberta: SMO 301 \(3\) OR AUOption 2xx \(3\)](#)
- [University of Calgary: HROD 317 \(3\)](#)
- [University of Lethbridge, The: MGT 2030 \(3\)](#)

GRADING CRITERIA:

MARKS:

Participation	10 %
Examinations	80 %
Presentation	10 %
First Exam	7.5%
Second Exam	7.5%
Third Exam	7.5%
Fourth Exam	7.5%
Cumulative Exam 1	10%
Cumulative Exam 2	10%
Final Exam	30%

Participation: This is reserved to reflect attendance and contributions to class. In particular it will be used to enhance grades for participation in case discussion, and class discussion. It will default to the average of the other earned grades unless there is no contribution or poor attendance, in which case it will be revised negatively. Positive contributions will result in a positive adjustment. Final grade may be norm adjusted.

Quizzes: Each quiz will be "objective" (multiple choice,) and will cover only the materials covered in the particular section of the course. Quizzes will enable the student to accustom themselves to the examination style utilized in midterms and ensure they keep up in their readings.

Examinations: There will be three midterm exams and a final. Exams will be multiple choice and will focus on materials centrally important to managers. The exams will take approximately an hour. The Final Examination will be cumulative.

Presentations: There will be one twenty minute presentation. Presentations may be of a topic of interest in a chapter, or of a case at the end of a chapter. They will consist of a twenty minute presentation and ten minutes for questions.

Experiential Activities: From time to time we will be doing exercises, discussing videos, and engaging in discussions on the point-counterpoint dialogues in the text. which will be discussed in the context of theory, research, or OB practice. Marks will be awarded on the basis of participation.

EXAMINATIONS:

There will be 4 exams and 2 cumulative exams and a cumulative final in this course. There may also be presentations, case analysis and experiential exercises.

STATEMENT ON PLAGIARISM AND CHEATING:

Please refer to the College calendar regarding plagiarism, cheating and the resultant penalties. These are serious issues and will be dealt with severely.

https://www.gprc.ab.ca/files/forms_documents/Student_Misconduct.pdf

COURSE SCHEDULE/TENTATIVE TIMELINE:

January 08	Introduction:	Defining Our Organizational Behaviour Course
January 11	Chapter 1	What is Organizational Behaviour?
January 15	Chapter 2	Perception, Personality, and Emotions
January 16	<i>Chapter 3</i>	<i>Values, Attitudes, and Diversity in the Workplace</i>
January 18	Exam 1	<i>Chapters 1, 2, 3</i>
January 22	Chapter 4	Theories of Motivation
January 25	Chapter 6	Groups and Teamwork
January 29	Chapter 7	Communication
February 01	Exam #2	<i>Chapters 4, 5, 6, 7</i>
February 05	<i>Discussion</i>	
February 08	Cumulative Exam 1	Chapters 1-7
February 12	Chapter 8	Power and Politics
February 15-19		Family Day / Break
February 22	Chapter 9	Conflict and Negotiation
February 26	Chapter 10	Organizational Culture
February 29	Chapter 11	Leadership
March 04	<i>Discussion</i>	
March 07	Exam #3	<i>Chapters 8, 9, 10, 11</i>
March 11	Chapter 12	Decision Making, Creativity, and Ethics
March 14	<i>Chapter 13</i>	<i>Organizational Structure</i>
March 18	Chapter 14	Organizational Change

March 21 *Discussion*
 March 25 *Good Friday*
 March 28 **Exam #4** Chapters 12 ,13, 14
 April 01 *Discussion*
 April 04 **Discussion**

April 08 **Cumulative Exam 2 Chapter 8-14**
 April 11 Last Class
 April 26 Last Day of Exams

Student Rights and Responsibilities:

1. Keep this outline. It will be your course reference throughout the term.
2. You are responsible for changes (additions and/or deletions) to this outline made in class.
3. It is your responsibility to attend class. Should you be unable to attend class, it is your responsibility to find out what was missed from your peers.

GPRC Policy Link:

https://www.gprc.ab.ca/files/forms_documents/StudentRightsandResponsibilities.pdf

Grades will be assigned on the Letter Grading System. Grades may be adjusted normatively.

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