

**GRANDE PRAIRIE REGIONAL COLLEGE
DEPARTMENT OF ARTS, EDUCATION AND COMMERCE**

**COURSE OUTLINE
FALL, 1997**

ORGANIZATIONAL BEHAVIOUR

- Course:** OT 3010 A2 3 (3-0) UT (3) - **Organizational Behaviour**
Tuesdays and Thursdays, 11:00 a.m. - 12:20 p.m.
Room M130
- Instructor:** **D. C. (Don) Harper**
Office - H129 (Early Childhood Development Suite)
Phone numbers -On campus 532-2053, Off campus (8:30-10:30
a.m., 2:30-4:30 p.m.) 532-5771; Home 532-4338.
Office Hours - 10:30 - 11:00 daily, or by appointment.
- Required Text:** Robbins, Stephen P. (1998). Organizational Behaviour: Concepts, Controversies, and Applications, (Eighth Edition). Toronto, Prentice-Hall Canada.

Nature and Purpose of the Course

This course will provide an introduction to the field of Organizational Behaviour. Through reading, CD-ROM resources, the Internet, class discussion, assignments and examinations, a variety of topics will be explored from a number of *perspectives*. The purpose is to gain a greater understanding of the causes of human behaviour in an organizational setting by focusing on individuals (*psychology*), groups (*social psychology*) and organizational structure (*sociology*). Greater understanding of the sources of behaviour increases the possibility of explanation and influence (control) for the purpose of improving the effectiveness of the organization.

We all participate in organizations on a daily basis, and therefore all have considerable experiential knowledge of organizational behaviour. In this course we will synthesize theoretically-based empirical research from the social and management sciences with personal experience. Personal experience will provide insight into the theoretical models and concepts found in the literature; these models and concepts will provide new frameworks with which to view past, present and future behaviour in organizations. The purpose of the course is not to come up with a set of "truths," but to develop useful ways of explaining, predicting and influencing behaviour in pursuit of the inter-related goals of individual satisfaction and organizational effectiveness.

Objectives of the Course

1. To develop an appreciation of the contribution of the behavioural, social and management sciences to the study of behaviour in organizations.
2. To become effective in applying theoretical models, and concepts, to the analysis of human behaviour in organizational settings.
3. To develop the ability to synthesize insights from psychological, social psychological, sociological perspectives with personal experience.
4. To develop the ability to communicate effectively with others regarding theoretical and experiential knowledge of organizational behaviour.
5. To improve interpersonal skills appropriate to positive participation in organizational environments.

Course Evaluation

The purpose of all evaluative activities is to enhance the learning process. The goal of each activity will be to ensure that students know more as a result of doing it rather than having it be a static measurement of "what they know" at a given point in time. All assignments are designed to make you think about, and apply, the information you have gained through reading, class presentations, and discussion. The goal of the course is to have each student achieve a grade with which he/she is satisfied. Students with concerns about any evaluative activity, before it takes place or after it has been completed, are strongly encouraged to speak to me about it.

The following activities will be scheduled:

<u>Date (Due)</u>	<u>Activity</u>	<u>Course Weight</u>
September 30 -		
December 2	Student Class Presentations (as scheduled)	10
October 7	In-class Examination I	20
October 23	Take Home Assignment - Case Analyses I	10
November 13	In-class Examination II	20
November 27	Take-home Assignment - Case Analyses II	10
December (8 - 16)	Final Examination	<u>30</u>
		100

Student Class Presentations: Each student will be required to do a presentation to the class. On September 18th, a schedule of topics and dates will be circulated

in class. Each student will review the schedule, and record his or her first and second choices. On September 23, I will circulate the final schedule. Two students may pair up and combine two related topics for a joint presentation. Each presentation should be 10 to 15 minutes (joint presentations 20 to 30 minutes) including time for other students to respond with questions or elaborations. Topics will be drawn from the Course Schedule. You be expected to explain the topic clearly, and to elaborate on the material found in the textbook by using at least one outside source, and/or relevant personal experience.

In-class Examinations: Each in-class examination will be a combination of "objective" questions (e.g. multiple choice, true-false, matching), and short-answer questions (one paragraph) dealing with concept application (e.g. compare/contrast concepts, apply them to cases or examples, give original examples). Each will include material covered in the course up to that point, and in the case of the second exam, just material covered since the first exam.

Take-home Assignments - Case Analyses: One week prior to the "due date" a case of cases will be assigned. You will be required to write a cogent essay answer, no more than 500 words in length (two pages). These will be marked for presentation (style, grammar, spelling) as well as content.

Final Examination: The final examination will include material from the whole course, and will be a combination of "objective", short-answer, and essay.

Course Schedule

September 4	Class and Course Introductions
September 9 - 11	History and Nature of the Study of Organizational Behaviour. (Chapter 1, pp. 1-39; Appendix A - pp. A1-A14)
September 16 - 18	Individual Behaviour. (Chapter 2, pp. 40-87)
September 23 - 25	Perception and Attitudes. (Chapters 3 & 4, pp. 88-165)
September 30 - October 2	Motivation (Chapters 5 & 6, pp. 166-237)
October 7	In-class Examination I
October 9 - 14	Foundations of Group Behaviour; Work Teams (Chapters 7 & 8, pp. 238-307)

October 16	Communication (Chapter 9, pp. 308-343)
October 21 - 23	Leadership (Chapter 10, pp. 344-393)
October 28 - 30	Power and Politics (Chapter 11, pp. 394-431)
November 4 - 6	Conflict, Negotiation and Intergroup Behaviour (Chapter 12, pp. 432-475)
November 11	Remembrance Day - No Class.
November 13	In-class Examination II
November 18 - 20	Foundations of Organization Structure; Work Design. (Chapters 13 & 14, pp. 476-549)
November 25 - 27	Human Resource Policies; Organizational Culture Chapters 15 & 16, pp. 550-623)
December 2 - 4	Organizational Change and Stress Management, Course Review (Chapter 17, pp. 624-675)

PLEASE NOTE: You are expected to have completed the readings for the topics identified above prior to the days that they are scheduled to be covered in class. A majority of class time will be spent in discussion (full class, and small groups). Interaction in class will be of little benefit to those who have not read the material ahead of time – nor will they be able to contribute as effectively to the topics under discussion.