



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

## **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.**

## **GRADING CRITERIA:**

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

### **Transferability:**

Athabasca University, University of Lethbridge, Thompson Rivers' University (Kamloops), Royal Roads University, Lakeland College (into their Applied Degree in Financial Services) and Okanagan College. Please check with the receiving institution for confirmation.

### **Grading Criteria:**

Grades will be assigned on the Letter Grading System.

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

|                              |                        |
|------------------------------|------------------------|
| Attendance and Participation | 10%                    |
| Case Study / Presentation    | 20%                    |
| Topic Presentation           | 20%                    |
| 4 Chapter Exams              | 35% (3@10% each; 1@5%) |
| Final                        | 15%                    |
| <b>TOTAL</b>                 | <b>100%</b>            |

**A final grade will not be assigned until all assignments have been submitted.  
No assignment will be accepted after the last scheduled day of class.**

### **EXAMINATIONS:**

4 Chapter Exams and a final.

### **STUDENT RESPONSIBILITIES:**

This course will cover a large volume of material. For some students, the material will be completely new, while others will have a background in various aspects of the material presented.

To help ensure that students have a full understanding of ALL the course material presented, and to reduce the problems that are created when students are absent, please note the following:

Students are expected to attend class on a regular basis, and unless it is unpreventable, to be in class on time.

**All assignments submitted are to be on time and in an acceptable format. Unauthorized late assignments will have a 20% per day late penalty applied to the assigned grade.**

### **STATEMENT ON PLAGIARISM AND CHEATING:**

Please refer to pages 49-50 of the College calendar regarding plagiarism, cheating and the resultant penalties. These are serious issues and will be dealt with severely.

### **COURSE SCHEDULE/TENTATIVE TIMELINE:**

| <u>Week</u>    | <u>Chapter</u>  |
|----------------|---|
| January 5      | General Introduction  |
| January 7      | Chapters 1 What is Organizational Behaviour?                |
| January 12     | Chapters 1 What is Organizational Behaviour?                |
| January 14     | Chapter 2 Perception, Personality, and Emotions             |
| January 19     | Chapter 2 Perception, Personality, and Emotions             |
| January 21     | Chapter 1&2 Case Presentation                               |
| January 26     | Exam  |
| January 28     | Chapter 3 Values, Attitudes, and Diversity in the Workplace |
| February 2     | Chapter 3 Values, Attitudes, and Diversity in the Workplace |
| February 4     | Chapter 4 Theories of Motivation                            |
| February 11    | Chapter 4 Theories of Motivation                            |
| February 16    | Chapter 3&4 Case Presentation                               |
| February 18    | Exam  |
| February 21-24 | Reading Week  |
| March 2        | Chapter 5 Motivation in Action                              |
| March 4        | Chapter 5 Motivation in Action                              |
| March 9        | Chapter 6 Groups and Teamwork                               |
| March 11       | Chapter 6 Groups and Teamwork                               |
| March 16       | Chapter 5&6 Case Presentation                               |
| March 18       | Exam  |
| March 23       | Chapter 7 Communication                                     |
| March 25       | Chapter 7 Communication                                     |
| March 30       | Chapter 7 Case Presentation                                 |
| April 1        | Exam  |
| April 6        | Discussion  |
| April 8        | Exam  |
| April 11-12    | Last Week of Classes  |
| April 12       | Last Day of Classes   |

### **Examinations:**

Final examinations will be scheduled by the Registrar during the period Monday, April 15, 2011 to Wednesday, April 22, 2010. **DO NOT PLAN ANY ACTIVITIES DURING THIS PERIOD.**