



Grande Prairie Regional College

School of Business

Department: Business Administration and Commerce

COURSE OUTLINE – WINTER 2007

BA 1380 3(3-0-0)UT – Organizational Behaviour I

Instructor Emily Fraser

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Office Hours Monday & Wednesday
10:00 – 11:30 am or by
appointment

Prerequisite:

None

Required Text/Resource Materials:

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

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.

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. 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. Students are expected to attend all classes and unless it is unpreventable, to be in class on time.

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, University of Lethbridge, Thompson Rivers' University (Kamloops), Royal Roads University, Lakeland College and Okanagan College. Students are strongly advised to check with the receiving institution for more details and to ensure transferability.

Grading Criteria:

| | |
|---------------|-------------|
| Participation | 5% |
| Assignments | 30% |
| Quizzes | 30% |
| Final | <u>35%</u> |
| TOTAL | 100% |

All assignments submitted are to be on time and in an acceptable format. Unauthorized late assignments will have a 10% per day late penalty applied to the assigned grade. **No assignment will be accepted after the last scheduled day of class.**

Grades will be assigned on the Letter Grading System using the following conversion chart:

**Business Administration and Commerce Department
Grading Conversion Chart**

| Alpha Grade | 4-point Equivalent | Percentage Guidelines | Designation |
|----------------------|---------------------------|------------------------------|-----------------------------|
| A⁺ | 4 | 94 – 100 | EXCELLENT |
| A | 4 | 90 – 93 | |
| 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 |

Course Schedule/Timeline:

| <u>Week</u> | <u>Topic</u> | <u>Readings/Assignments</u> |
|--------------------|--|------------------------------------|
| January 4 | Introduction | None |
| January 9 | What is Organizational Behaviour? | Chapter 1 |
| January 16 | Perception, Personality, and Emotions | Chapter 2 |
| January 23 | Values, Attitudes and Diversity in the Workplace | Chapter 3 |
| January 30 | Quiz #1 | |
| February 1 | Theories of Motivation | Chapter 4 |
| February 13 | Motivation in Action | Chapter 5 |
| February 27 | Groups and Teamwork | Chapter 6 |
| March 8 | Quiz #2 | |
| March 13 | Communication | Chapter 7 |
| March 20 | Power and Politics | Chapter 8 |
| March 27 | Conflict and Negotiation | Chapter 9 |
| April 3 | Quiz #3 | |
| April 10 | Review | |

Examinations:

Final examinations will be written in the gym and scheduled by the Registrar during the period Saturday April 14, 2007 to Tuesday, April 24, 2007. DO NOT PLAN ANY ACTIVITIES DURING THIS PERIOD.

Statement on Plagiarism: Please ensure you read and understand the College policy on plagiarism as published in the Calendar. The instructor reserves the right to use electronic plagiarism detection services.