



DEPARTMENT OF BUSINESS ADMINISTRATION

COURSE OUTLINE – Fall 2011

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

Instructor	Richard Beeson	Phone	539-2864 (office)
Office	C408	E-mail	rbeeson@gprc.ab.ca
Office Hours	Monday & Wednesday 13:00 – 14:00 or by appointment		

Prerequisite:

None

Required Text/Resource Materials:

Robbins, Stephen P., and Langton, Nancy. (2010) Organizational Behaviour, Concepts, Controversies, Applications (Fifth 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. 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:

Attendance and Participation	10%
Case Study / Presentation	20%
Topic Presentation	20%
7 Quizzes	35% (5% each)
Final	15%
TOTAL	100%

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.

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.

Grades will be assigned on the Letter Grading System.

			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

Course Schedule/Timeline:

Week

Chapter

September 08	General Introduction
September 13	Chapters 1 What is Organizational Behaviour?
September 15	Chapters 1 What is Organizational Behaviour?
September 20	Exam
September 22	Chapter 2 Perception, Personality, and Emotions
September 27	Chapter 2 Perception, Personality, and Emotions
September 29	Exam
October 04	Chapter 1&2 Case Presentation
October 06	Chapter 3 Values, Attitudes, and Diversity in the Workplace
October 10	Thanksgiving
October 11	Chapter 3 Values, Attitudes, and Diversity in the Workplace

October 13	Exam
October 18	Chapter 4 Theories of Motivation
October 20	Chapter 4 Theories of Motivation
October 25	Exam
October 27	Chapter 3&4 Case Presentation
November 01	Chapter 5 Motivation in Action
November 03	Chapter 5 Motivation in Action
November 08	Exam
November 10	Chapter 6 Groups and Teamwork
November 15	Chapter 6 Groups and Teamwork
November 17	Exam
November 22	Chapter 5&6 Case Presentation
November 24	Chapter 7 Communication
November 29	Chapter 7 Communication
December 01	Exam
December 06	Chapter 7 Case Presentation
December 08	Discussion
December 09	Last Day of Classes
December 12-21	Final Exams

Examinations:

Final examinations will be scheduled by the Registrar during the period Monday, December 12, 2011 to Wednesday, December 21, 2011. **DO NOT PLAN ANY ACTIVITIES DURING THIS PERIOD.**

Statement on Plagiarism:

Plagiarism will not be tolerated. Please ensure you read and understand the College policy on plagiarism as published in the Calendar. If you have any questions as to whether or not you might be violating this policy, please discuss this with your instructor before you submit your assignment. The instructor reserves the right to use electronic plagiarism detection services.