

GRANDE PRAIRIE REGIONAL COLLEGE
OFFICE ADMINISTRATION
COURSE OUTLINE
OA 2121 - ORGANIZATIONAL BEHAVIOUR

W 97

- INSTRUCTOR:** Irene Nicolson (Dr.)
Office: C411
Telephone: 539-2005 (Office) 532-2575 (Home)
- TEXT:** Fundamentals of Management - Essential Concepts and Applications - Canadian Edition, Stephen P. Robbins; De Cenzo, Davids; Stuart-Kotze, Robin; New Jersey, 1995, Prentice-Hall, Inc.
- PREREQUISITE:** Completed OA Certificate or permission of the Department.
- COURSE DESCRIPTION:** This course introduces the theories, concepts, and application of human behaviour in organizations. specific topics include: perception, decision-making, values, attitudes, motivation, group behaviour, communication, leadership, power, organizational structure and design, culture, stress and organizational change and development.
- COURSE OVERVIEW:** The purpose of this course is to increase the student's understanding of the history, theories, concepts, and current issues that relate to the behaviour of individuals in organizations. This course examines the sociological and psychological bases of individual behaviour in organizations.
- COURSE OBJECTIVES:** Through the study of specific topics as outlined in the course textbook, group discussions, and assignments, the student shall be able to:
- explain and apply theories and concepts in the analyses of problems, group discussions, experiential exercises, and case studies;
 - demonstrate interpersonal skills needed to be effective participants in organizational roles.

STUDENT**RESPONSIBILITIES:**

- Students are expected to read all the chapters of the text and additional material as provided.
- Each student is expected to attend each class and participate in classroom and group discussions and exercises.

**COURSE
EVALUATION:**

The following weights will be given to the evaluation process:

CASE STUDIES/PROJECT	40%
EXAMS	60%

Grade Determination:

All grades are first recorded as percentages. After the final exam, the weighted average percentages will be converted to the college nine-point system according to the following table:

<u>Grade</u>	<u>Interpretation</u>	<u>Percentage Equivalent</u>
9	Excellent	90+
8		80-89
7	Good	72-79
6		65-71
5	Pass	57-64
4		50-56
3	Fail	45-49
2		26-44
1		0-25

NOTE:

Except for the adjustment of the raw grades of assignments or exams, grades are not changed. Moreover, the final grades are not determined with reference to any curve. As well, at any point of time the student may find out exactly where he/she stands (compared with his/her goal)