

**GRANDE PRAIRIE REGIONAL COLLEGE  
DEPARTMENT OF BUSINESS ADMINISTRATION & COMMERCE  
COURSE OUTLINE**

**Organizational Behaviour OT3010 UT 3 (3-0-0)**

INSTRUCTOR: Charles A. Backman

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OFFICE: C413

OFFICE HOURS: TBD or by appointment

CLASS TIME: 2:30 to 3:50 MW.

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

TEXT USAGE: The textbook is used extensively throughout the course. Virtually every chapter is required reading.

**NATURE AND PURPOSE OF THE COURSE:**

This course explores questions relevant to the understanding, explanation, and prediction of behaviour in organizations. It focuses on the contributions from the social and management sciences and experience. It is, therefore, a blending of scientific theory, empirical data, and subjective experience in application and interpretation.

There is no "one best way" to manage or lead behaviour in organizations. However, there are costs and benefits associated with specific actions (or lack of actions). Understanding and application of theory, analytical skill development, and experiential development of a "feel" for the tasks involved in working in organizations are all important parts of this course.

**OBJECTIVES OF THE COURSE:**

1. To gain an appreciation of the contribution of the behavioural sciences to the understanding of the management process;
2. To develop a theoretical basis for analyzing human behaviour in organizational settings;
3. To develop the ability to put theory into practice through application to personal experience and/or case studies;
4. To develop an understanding of the effects of interaction and structure on human behaviour;
5. To develop and improve interpersonal skills relevant to OB in practice.

**TRANSFERABILITY:**

Athabasca University as ORGB 2xxx (3); UoC as HROD 317 (3); Canadian UC as BUAD 3xx (3); UoA as SMO 301 (3) or AUOption 2xx (3); Concordia UC as BUS 2xx (3); UoL as MGT 2030 (3)

Please check with the receiving institution for confirmation.

**COURSE FORMAT:**

OT 3010 consists of three hours of instructional time weekly. The class work will be comprised of lectures, class discussions, small group work, case studies, and student presentations. The schedule is demanding, and may be adjusted if necessary. Extensive use of powerpoint slides will be made. It is the student's responsibility to download the powerpoint presentation for the designated chapter.

**GRADE COMPOSITION:**

The following tests and participation will determine your final grade:

Participation/Assignments	20%	Various throughout term
Quizzes (best 3 of 5)	15%	May be conducted in a computer lab using Blackboard (September 29)
Interim Exam	20%	May be conducted in computer lab using Blackboard (November 3)
Case paper and presentation	15%	See below for details
Final Exam	30%	TBD

**ATTENDANCE:**

Your attendance and participation are important to the success of this course. As well, you are responsible for obtaining any notes or handouts you may have missed due to an absence.

**CASE ANALYSES:**

The group assignment will consist of typed, 8-page maximum, double-spaced analyses of specified cases accompanied by 20 minute long presentations. The presentations will take place at the end of term. The management situation posed in the case is to be systematically analyzed using the theoretical concepts and tools discussed in class and the textbook. Solutions and recommendations are to conclude the analysis.

Group presentations are to be conducted in a professional manner. Each presentation is to be followed by a general question-and-answer period where other students are expected to join the discussion. Case written work is due at the beginning of the lecture, the day of the presentation.

Presentations will be graded on such dimensions as organization, delivery and supporting material. The individual case assignment will be a hand-in analysis (typed, 8-page maximum double-spaced) of a specified case.

Unauthorized late assignments, if accepted, will have a 10% per day late penalty applied to the assignment grade. If you believe that you have a legitimate reason for handing in an assignment or other deliverable, please contact the instructor before hand.

You will be expected to complete various reading and writing assignments outside of class time. Grades will be assigned on the Letter Grading System.

**Business Administration and Commerce Department**

**Grading Conversion Chart**

<b>Alpha Grade</b>	<b>4-point equivalent</b>	<b>Percentage guidelines</b>	<b>Designation</b>
<b>A+</b>	<b>4</b>	<b>95-100</b>	<b>EXCELLENT</b>
<b>A</b>	<b>4</b>	<b>90-94</b>	<b>EXCELLENT</b>
<b>A-</b>	<b>3.7</b>	<b>85-89</b>	<b>FIRST CLASS STANDING</b>
<b>B+</b>	<b>3.3</b>	<b>80-84</b>	<b>FIRST CLASS STANDING</b>
<b>B</b>	<b>3</b>	<b>76-79</b>	<b>GOOD</b>
<b>B-</b>	<b>2.7</b>	<b>72-75</b>	<b>GOOD</b>
<b>C+</b>	<b>2.3</b>	<b>68-71</b>	<b>SATISFACTORY</b>
<b>C</b>	<b>2</b>	<b>64-67</b>	<b>SATISFACTORY</b>
<b>C-</b>	<b>1.7</b>	<b>60-63</b>	<b>SATISFACTORY</b>
<b>D+</b>	<b>1.3</b>	<b>55-59</b>	<b>Minimal PASS</b>
<b>D</b>	<b>1</b>	<b>50-54</b>	<b>Minimal PASS</b>
<b>F</b>	<b>0</b>	<b>0-49</b>	<b>FAIL</b>

**COURSE SCHEDULE**

**OT 3010**

<b>Week Number</b>	<b>WEEK beginning with</b>	<b>COMMENTS</b>	<b>LESSON</b>	<b>TOPICS</b>	<b>READINGS</b>
1	Sept. 1	Classes begin Sept. 4 (Thurs.)			
2	Sept. 8		Course introduction	Review course outline and expectations; Review material available from Blackboard	
2	Sept. 10		Understanding the workplace	What is organizational behavior	Ch. 1
3	Sept. 15		Understanding the workplace	Perceptions, personality, and emotions	Ch. 2
3	Sept. 17	Quiz I	Ch. 1 and 2		
4	Sept. 22		Understanding the workplace	Values, attitudes, and diversity in the workplace	Ch. 3

4	Sept. 24		Striving for performance	Theories of motivation	Ch. 4
5	Sept. 29	Interim Exam	Ch. 1, 2, 3 and 4		
5	Oct. 1		Striving for performance	Motivation in action	Ch. 5
6	Oct. 6		Striving for motivation	Groups and teamwork	Ch. 6
6	Oct. 8	Blackboard Quiz II (Ch. 5 and 6)	Discussion		
7	Oct. 13	Thanksgiving			
7	Oct. 15		Interacting effectively	Communications	Ch. 7
8	Oct. 20		Interacting effectively	Power and politics	Ch. 8
8	Oct. 22	Blackboard Quiz III (Ch. 7 and 8)	Discussion		
9	Oct. 27		Discussion		
9	Oct. 29		Interacting effectively	Conflict and negotiation	Ch. 9
10	Nov. 3		Sharing the organization vision	Organization culture	Ch. 10
10	Nov. 5	Blackboard Quiz IV (Ch. 9 and 10)	Discussion		
11	Nov. 10	Remembrance Break			
11	Nov. 12		Sharing the organization vision	Leadership	Ch. 11
12	Nov. 17		Sharing the organization vision	Decision making, creativity, and ethics	Ch. 12
12	Nov. 19	Blackboard Quiz V (Ch. 11 and Ch. 12)	Discussion		
13	Nov. 24		Reorganizing the workplace	Organizational structure	Ch. 13
13	Nov. 26		Reorganizing the workplace	Organizational change	Ch. 14
14	Dec. 1		Presentations		
14	Dec. 3		Presentations		
15	Dec. 8	Last OT 3010 Class			

## **WEEK TOPICS READING**

\*Readings are from the Robbins text.

Students will also be required to read / complete various additional handouts and exercises assigned throughout the term.