

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

COURSE OUTLINE

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

Winter 2006

INSTRUCTOR: Richard Beeson, B.Sc., M.B.A.
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OFFICE: C301
OFFICE HOURS: 10:00 to 11:20 MW or by appointment
CLASS TIME: 13:00 - 14:20 P.M. TR
PRE-REQUISITES: None
TEXT: Robbins, Stephen P. ORGANIZATIONAL BEHAVIOUR: CONCEPTS,
CONTROVERSIES, APPLICATIONS

Transferability:

University of Alberta, University of Calgary, University of Lethbridge, Athabasca University

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.

EVALUATION METHODS:

There will be 4 quizzes and 3 midterms and a final in this course. There may also be case analyses and experiential exercises.

Each is described below:

Quizzes: Each quiz will be "objective" (multiple choice,) and will cover only the materials covered in the particular section of the course. Quizzes will enable the student to accustom themselves to the examination style utilized in midterms and ensure they keep up in their readings.

Examinations: There will be three exams. Exams will be multiple choice and will focus on materials centrally important to managers. The exams will take approximately an hour. The Final Examination will be cumulative.

Experiential Activities: From time to time we will be doing exercises, discussing videos, and engaging in discussions on the point-counterpoint dialogues in the text. which will be discussed in the context of theory, research, or OB practice. Marks will be awarded on the basis of participation.

GRADE COMPOSITION:

MARKS:

| | |
|--------------------|------------|
| Participation | 10 % |
| Quizzes/Activities | 10 % |
| Examinations | 80 % |
| First Exam | 20% |
| Second Exam | 20% |
| Third Exam | 20% |
| Final Exam | 20% |

Grading Criteria:

The following is an approximate translation schedule. Final composition will be determined through aggregate analysis at course completion.

Grades will be assigned on the Letter Grading System.

Business Administration and Commerce Department

Grading Conversion Chart

| Alpha Grade | 4-point Equivalent | Percentage Guidelines | Designation |
|----------------|--------------------|-----------------------|----------------------|
| A ⁺ | 4 | 90 – 100 | EXCELLENT |
| A | 4 | 85 – 89 | |
| A ⁻ | 3.7 | 80 – 84 | FIRST CLASS STANDING |
| B ⁺ | 3.3 | 76 – 79 | |
| B | 3 | 73 – 75 | GOOD |
| B ⁻ | 2.7 | 70 – 72 | |
| C ⁺ | 2.3 | 67 – 69 | SATISFACTORY |
| C | 2 | 64 – 66 | |
| C ⁻ | 1.7 | 60 – 63 | |
| D ⁺ | 1.3 | 55 – 59 | MINIMAL PASS |
| D | 1 | 50 – 54 | |
| F | 0 | 0 – 49 | FAIL |

COURSE SCHEDULE

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|------------|---|
| Jan. 5 | Introduction: Defining Our Organizational Behaviour Course |
| Jan. 10 | Chapter 1 What is Organizational Behaviour? |
| Jan. 12 | Chapter 2 Perception, Personality, and Emotion |
| Jan. 17 | <i>Quiz 1 – 2</i> |
| Jan. 19 | Chapter 3 Values, Attitudes, and Their Effects in the Workplace |
| Jan. 24/26 | Chapter 4 Motivating Self and Others |
| Jan. 31 | <i>Exam #1 Chapters 1, 2, 3, 4</i> |
| Feb. 2 | Chapter 5 Groups and Teamwork |
| Feb. 7 | Chapter 6 Communication |
| Feb. 9 | <i>Quiz 5 – 6</i> |
| Feb. 14 | Chapter 7 Power and Politics |
| Feb. 16 | Chapter 8 Conflict and Negotiation |
| Feb. 17 | Discussion |
| Feb. 20-24 | Reading Week |
| Mar. 2 | <i>Exam #2 Chapters 5, 6, 7, 8</i> |
| Mar. 7 | Chapter 9 Organizational Culture |
| Mar. 9 | Chapter 10 Leadership |
| Mar. 14 | <i>Quiz 9 – 10</i> |
| Mar. 16 | Chapter 11 Decision Making, Creativity, and Ethics |
| Mar. 21 | Chapter 12 Organizational Structure |
| Mar. 23 | Review / Discussion |
| Mar. 28 | <i>Exam #3 Chapters 9, 10, 11, 12</i> |
| Mar. 30 | Chapter 13 Job and Workplace Design |
| Apr. 4 | Chapter 14 Organizational Change |
| Apr. 6 | <i>Quiz 13 – 14</i> |
| Apr. 11 | Discussion |
| Apr. 13 | Discussion |
| Apr. 13 | Last Day of classes in this term |
| Apr. 14 | Good Friday |

*** Examination Scheduled by the Registrar's Office

1. Keep this outline. It will be your course reference throughout the term.
2. You are responsible for changes (additions and/or deletions) to this outline made in class.
3. It is your responsibility to attend class. Should you be unable to attend class, it is your responsibility to find out what was missed.

Statement on Plagiarism:

Plagiarism is academic immorality.