



DEPARTMENT OF BUSINESS ADMINISTRATION
COURSE OUTLINE – 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: Tuesday & Thursday
11:30 – 12:30 or by appointment

PREREQUISITE(S)/COREQUISITE: None

REQUIRED TEXT/RESOURCE MATERIALS:

Robbins, Stephen P., and Langton, Nancy. (2010) Organizational Behaviour, Concepts, Controversies, Applications (Fifth Canadian Edition). Toronto. Pearson Prentice Hall.

CALENDAR 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:

**** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.**

GRADING CRITERIA:

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Delivery Mode(s):

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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:

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

Attendance and Participation	10%
Case Study / Presentation	20%
Topic Presentation	20%
4 Chapter Exams	35% (3@10% each; 1@5%)
Final	15%
TOTAL	100%

**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.**

EXAMINATIONS:

4 Chapter Exams and a final.

STUDENT RESPONSIBILITIES:

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.

STATEMENT ON PLAGIARISM AND CHEATING:

Please refer to pages 49-50 of the College calendar regarding plagiarism, cheating and the resultant penalties. These are serious issues and will be dealt with severely.

COURSE SCHEDULE/TENTATIVE TIMELINE:

<u>Week</u>	<u>Chapter</u>
January 5	General Introduction
January 7	Chapters 1 What is Organizational Behaviour?
January 12	Chapters 1 What is Organizational Behaviour?
January 14	Chapter 2 Perception, Personality, and Emotions
January 19	Chapter 2 Perception, Personality, and Emotions
January 21	Chapter 1&2 Case Presentation
January 26	Exam
January 28	Chapter 3 Values, Attitudes, and Diversity in the Workplace
February 2	Chapter 3 Values, Attitudes, and Diversity in the Workplace
February 4	Chapter 4 Theories of Motivation
February 11	Chapter 4 Theories of Motivation
February 16	Chapter 3&4 Case Presentation
February 18	Exam
February 21-24	Reading Week
March 2	Chapter 5 Motivation in Action
March 4	Chapter 5 Motivation in Action
March 9	Chapter 6 Groups and Teamwork
March 11	Chapter 6 Groups and Teamwork
March 16	Chapter 5&6 Case Presentation
March 18	Exam
March 23	Chapter 7 Communication
March 25	Chapter 7 Communication
March 30	Chapter 7 Case Presentation
April 1	Exam
April 6	Discussion
April 8	Exam
April 11-12	Last Week of Classes
April 12	Last Day of Classes

Examinations:

Final examinations will be scheduled by the Registrar during the period Monday, April 15, 2011 to Wednesday, April 22, 2010. **DO NOT PLAN ANY ACTIVITIES DURING THIS PERIOD.**