



Grande Prairie Regional College:
Department of Business

**BA 1380 (3-0-0) UT Organizational
Behaviour I - Online**

Instructor Jenny Head

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Virtual Office Hours By Appointment

Prerequisite(s)/co requisite(s):

None

Required Text/Resource Materials:

Langton, N., & Robbins, S. P. (2013). *Organizational Behaviour: Concepts, Controversies, Applications*. (6th Canadian Ed.). Toronto. Pearson Prentice Hall.

NOTE: Students can use the 5th edition of this text for this course.

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, and conflict and negotiation.

Credit/Contact Hours:

This is a 3 credit course.

Delivery Mode(s):

The course is delivered entirely online using Moodle software. For each chapter a PowerPoint presentation will be posted, along with supplemental instructional notes. There will be an area to discuss problems and/or questions for each chapter. I will assign relevant questions to test your knowledge, understanding, and application of the material.

You will proceed through the course as a group, completing each chapter in the order it is presented and during the week it is assigned.

Moodle:

Moodle is a Learning Management System used to help improve communications between the student and instructor. Important information, announcements and grades will be posted on Moodle.

The grades posted on Moodle are not final, check your GPRC account for your final term grade.

Objectives:

1. To explore the meaning of Organizational Behaviour.
2. To view how perception, personality, values and attitudes can impact the workplace.
3. To apply different theories of motivation to the workforce.
4. To explore the concept of teamwork and its use in the workplace.
5. To discover how effective interaction can occur to achieve cohesive work groups.

Transferability:

AU

Students can also refer to the Alberta Transfer Guide at <http://www.acat.gov.ab.ca> for a list of institutions. Students are however *strongly advised* to check with the receiving institution for more details and to ensure transferability.

** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions.

Grading Criteria:

Discussion Contribution 5%

Quizzes 15%

Breakfast Club Assignment 5%

Mid-Term Exam 15%

Case Studies 30%

Final Examination 30%

Total 100%

Grades will be assigned on a Letter Grading System using the following chart:

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 | |
| B+ | 3.3 | 76 - 79 | FIRST CLASS STANDING |
| B | 3 | 73 - 75 | |
| B- | 2.7 | 70 - 72 | GOOD |
| C+ | 2.3 | 67 - 69 | |
| C | 2 | 64 - 66 | SATISFACTORY |
| C- | 1.7 | 60 - 63 | |
| D+ | 1.3 | 55 - 59 | |
| D | 1 | 50 - 54 | MINIMAL PASS |
| F | 0 | 0 - 49 | FAIL |

Assignment, Quiz, Exam and Discussion Policies:

- You should think of each assignment as a professional presentation that you would prepare for a client or your immediate supervisor. The evaluation will take into consideration the overall neatness of your work, correct spelling and grammar, and effective communication of the required information. Assignments are to be submitted to me through the drop box located under each assignment. It is YOUR responsibility to ensure that I receive all of your assignments.
- There will be three quizzes given via Moodle. You will be given one attempt to complete the quiz with a limited amount of time. You are NOT required to have a proctor for the quizzes.
- There is no due date for quizzes and assignments but quiz one and two, the breakfast club assignment and the case: A Question of Motivation must be submitted before you will be eligible to write term test one. In order to be eligible to write the final, the final two cases must be completed along with quiz three.
- The midterm and final exam will be given online via Moodle. The midterm and final exam must be supervised by an approved proctor. Please submit the name, number and email address of your proctor to me five days prior to desired exam date. If you are in the Grande Prairie area, it is recommended that the exam be taken at the testing center in Student Services at G.P.R.C. Contact Erin Gonci at (780) 539-2050 or EGonci@GPRC.ab.ca to book a time.
- Textbooks will not be allowed in the examination area.
- Students will be allotted 90 minutes to complete Midterm 1 and three hours to complete the final exam.
- Students are expected to contribute to all of the discussion forums. Students will be graded not only on the quantity of posts but also on the quality.

Statement on Plagiarism:

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.

Recommended Course Schedule/Timeline:

Week 1 What is Organizational Behaviour? Chapter 1

Week 2 Perception, Personality, and Emotions Chapter 2

Quiz #1

Week 3 Values, Attitudes, and Diversity in the Workplace Chapter 3

Week 4 Breakfast Club Assignment

Week 5 Theories of Motivation Chapter 4

Quiz #2

Week 6 Case: A Question of Motivation Page 596

Week 7 Motivation in Action Chapter 5

Week 8 Groups and Teamwork Chapter 6

Week 9 **Mid-Term Exam Chapters 1-6**

Week 10 Communication Chapter 7

Week 11 Case: Are 5 Heads Better Than 1 Page 588

Week 12 Power and Politics Chapter 8

Week 13 Quiz #3

Conflict and Negotiation Chapter 9

Week 14 Case: GM & UAW (Questions 1-3 and 5-6) Page 594

Week 15 **FINAL EXAM Chapter 1-9**

April 28, 2014 - Course End Date