



Grande Prairie Regional College

Workforce Development

COURSE OUTLINE BA1380 : ORGANIZATIONAL BEHAVIOUR I Winter 2010

Instructor	Gene Ozon	Phone	780-228-4539
Office	Off Campus	E-mail	Gene.Ozon@albertahealthservices.ca
Office Hours	By appointment	Time	8:30 to 4:00, Saturday and Sunday
Classroom	M119	Dates	Jan. 16, 17, 30 and 31, and Feb. 6 and 7

PRE-REQUISITES: None

REQUIRED TEXT: Robbins, Stephen P., Langton, Nancy and Judge, Timothy A. (2010) Organizational Behaviour, Concepts, Controversies, Applications (Fifth Canadian Edition). Toronto. Pearson Canada.

TEXT USAGE: The textbook is used extensively throughout the course.

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.

COURSE OBJECTIVES:

1. To explore the meaning of Organizational Behaviour.
2. To understand how perception, personality, values and attitudes 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 understand how effective communication can occur to achieve cohesive work groups.

TRANSFERABILITY:

Please check with the receiving institution for transferability.

COURSE FORMAT:

BA 1380 consists of three weekends of instruction on the dates and times noted above. The class work will be comprised of lectures, class discussions, group work, case studies, and student presentations. Extensive use of PowerPoint slides will be made. The PowerPoint presentations used in class will be emailed to the students.

Group work will be utilized throughout the course to enhance the richness of the learning opportunity and to capitalize on the experience brought to the classroom by the learners. It is important that the learning environment is safe such that personal opinions, while they may be challenged, are respected.

GRADE COMPOSITION:

Individual Assignment	20%
Quizes (x5)	25%
Participation	10%
Case paper and group presentation	20%
Final Exam	<u>25%</u>
	100%

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.

Grading Conversion Chart

Alpha Grade	Percentage guidelines	Designation
A+	95-100	EXCELLENT
A	90-94	EXCELLENT
A-	85-89	FIRST CLASS STANDING
B+	80-84	FIRST CLASS STANDING
B	76-79	GOOD
B-	72-75	GOOD
C+	68-71	SATISFACTORY
C	64-67	SATISFACTORY
C-	60-63	SATISFACTORY
D+	55-59	Minimal PASS
D	50-54	Minimal PASS
F	0-49	FAIL

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.

INDIVIDUAL ASSIGNMENT:

The individual assignment shall consist of two parts; the written report and a class presentation. The student may choose from a selection of articles, books and on-line resources, related to organizational behavior. A short paper and a brief presentation will explain or describe the concept, theory or model from the selection. The written paper is to be no more than 500 words, 1.5 spaced and neatly presented in paper form. The presentation shall be limited to ten minutes with a brief question and answer period to follow. The presentation will take place and the papers are due during the January 31st class (Sunday of the second weekend).

CASE ANALYSES:

The group assignment will consist of 1000 word maximum, double-spaced analyses of specified cases accompanied by a no more than 20 minute long presentation. The presentations will take place on the final day of the course. The management situation posed in the case is to be analyzed using the theoretical concepts and tools discussed in class and the textbook. Solutions and recommendations are to conclude the analysis. A goal of this exercise is for the student to employ their newfound learning of self and group dynamics to the project's success.

Group presentations are to be conducted in a professional manner with all members contributing. 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 presentation. Presentations will be graded on such dimensions as organization, delivery and supporting material.

PLAGIARISM:

The instructor reserves the right to use electronic plagiarism detection services.

**BA 1380 D2
CLASS SCHEDULE
Winter 2010**

WEEK	DATE	LESSON	TOPICS	READING
1	January 16	Course introduction	Review course outline and expectations	
		Understanding the workplace	What is organizational behavior	Ch. 1
	January 17	Mini quiz	Ch.1,10 multiple choice	
		Understanding the workplace	Perceptions, personality, and emotions	Ch. 2
		Striving for performance	Groups and teamwork	Ch. 6
2	January 30	Mini quiz	Ch.2 and 6, 10 multiple choice	
		Understanding the workplace	Values, attitudes, and diversity in the workplace	Ch. 3
	January 31	Mini Quiz	Ch.3,10 multiple choice	
		Individual Presentations		
		Striving for performance	Theories of motivation	Ch. 4
3	February 6	Mini Quiz	Ch.4,10 multiple choice	
		Striving for performance	Motivation in action	Ch. 5
		Interacting effectively	Communications	Ch. 7
	February 7	Mini quiz	Ch.5 and 7, 10 multiple choice	
		Culture and Leadership	Chapters 10 and 11	
		Group Presentations		
		Final Exam		
		Course Evaluation		

READINGS*: Text book will be complemented with articles assigned and/or provided by facilitator.