

SEP 13 2000

Grande Prairie Regional College

Fall 2000

Business Administration Department

# Organizational Behaviour 1

BA 1380 3(3-0)

## Basic Course Information

**Instructor:** Kathleen D. Frei  
**Office:** Room C 413  
**Phone:** 539-2007

**Office Hours:**  
M 13:00 - 14:30 a.m.  
W 14:30 - 16:00 p.m.  
(or by appointment as I tend to wander)

**Transferability:**  
This course provides exemption to the CMA Organizational Behaviour course and in conjunction with BA2390 equals UT (3)

**Pre requisite:** None

**Text**  
Robbins, Stephen P., Langton, Nancy, *Organization Behaviour, Concepts, Controversies, Applications*. Prentice Hall 1999. This text will be used extensively in the course.

### Grading Scheme

Quizzes .....	20%
Final Exam .....	25%
Group Project .....	20%
Midterm .....	25%
Skit .....	10%



## 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, attitudes, motivation, stress management, group dynamics, and understanding work teams.

### Course Objective:

A major objective of this course is to explore some of the issues related to "why people behave the way they do in the workplace". It seeks to examine the concept of employee motivation & stress; what causes it and how management can provide a work environment to motivate employees. This course also wishes to explore how productive teams are built. What are the ingredients that management can use to encourage people to work together and develop cohesive work teams.

### Team Project:

A group project detailing a real company problem with stress or motivation is required. The students will choose a company to contact and evaluate. A participation mark will also be included, submitted for each individual by their peers on their group contribution. A detailed plan of your group's topic must be submitted and approved by the instructor.



### Record Retention:

Class records related to this course will be maintained for six months after the last day of classes. These records will then be destroyed in a secure manner.

### Tips for Succeeding in this Course

1. **Read** the textbook before the material is covered in class.
2. **Attend** all classes.
3. **Participate** actively in class activities.

### Skit:

In a group, write and deliver a short skit which is based on a real situation and which demonstrates use or abuse of an OB principle. There will be a debriefing exercise at the end of the skit to explain aspects of the skit and answer any class questions.

### Quizzes/Attendance:

To get the most out of this course, regular attendance and participation in class activities is required. Accordingly, quizzes/assignments will be done throughout the term and will not be accepted at alternative times.

### Midterm & Final Exam:

These will test your knowledge of the required reading, straight knowledge of course concepts and your ability to apply the course material. Test questions will comprise of multiple choice, short and long answer, and reverse definitions.

**BA 1380**  
**Tentative Class Schedule 2000**

Week	Dates	Topic	Text Reading	Due
1	Sept 7	Introduction		
2	Sept 12 & 14	What is Organizational Behaviour	Chapter 1	Quiz 1 (2%)
3	Sept 19 & 21	Working in a n Organization of the 21 <sup>st</sup> Century	Chapter 2	Quiz 2 (2%)
4	Sept 26 & 28	Perception & Personality	Chapter 3	Quiz 3 (2%)
5	Oct 3 & 5	Perception & Personality Values, Attitudes and Their Effects in the Workplace	Chapter 3 Chapter 4	Quiz 4 (2%)
6	Oct 10 & 12	Values, Attitudes and Their Effects in the Workplace	Chapter 4	Quiz 5 (2%)
7	Oct 17 & 19	Return Midterm, Set up teams	1 - 4	<b>Midterm (25%)</b>
8	Oct 24 & 26	Basic Motivation Concepts	Chapter 5	Quiz 6 (2%)
9	Oct 31 & Nov 2	Motivation, Aligning Incentives to Goals	Chapter 6	Quiz 7 (2%)
10	Nov 7 & 9	Motivation, Aligning Incentives to Goals Foundations of Group Behaviour	Chapter 6 Chapter 7	Quiz 8 (2%)
11	Nov 14 & 16	Foundations of Group Behaviour	Chapter 7	Quiz 9 (2%)
12	Nov 21 & 23	Understanding Work Teams	Chapter 8	<b>Group Paper (20%)</b> Peer Evaluations
13	Nov 28 & 30	Understanding Work Teams Return Group Paper	Chapter 8	Quiz 10 (2%)
14	Dec 5 & 7	OB Demonstrations		<b>Skits (10%)</b>
<b>Final</b>	Dec 12 to 20	Scheduled by Registrar	5 - 8	<b>Final Exam (25%)</b>

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