



DEPARTMENT OF BUSINESS ADMINISTRATION

COURSE OUTLINE – Fall 2013

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	Monday & Wednesday 13:00 – 14:00 or by appointment		

Prerequisite:

None

Required Text/Resource Materials:

Robbins, Stephen P., and Langton, Nancy. (2012) Organizational Behaviour, Concepts, Controversies, Applications (Sixth Canadian Edition). Toronto. Pearson Prentice Hall.

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:

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:

Attendance and Participation	10%
Case Study Presentations (2 @10%)	20%
Topic Presentations (10%, 11%)	21%
6 Quizzes	30% (5% each)
Chapter 7 Quiz	4%
Final	15%
TOTAL	100%

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.

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.

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

D2 Course Schedule/Timeline:

<u>Week</u>	<u>Chapter</u>
September 05	General Introduction
September 10	Chapter 1 What is Organizational Behaviour?
September 12	Chapter 1 Exam
September 17	Chapter 2 Perception, Personality, and Emotions
September 19	Topic Presentation: Perception, Personality, and Emotions
September 24	Case Presentation: Perception, Personality, and Emotions
September 26	Chapter 2 Exam
October 01	Chapter 3 Values, Attitudes, and Diversity in the Workplace
October 03	Topic Presentation: Values, Attitudes, and Diversity in the Workplace
October 08	Case Presentation: Values, Attitudes, and Diversity in the Workplace
October 10	Chapter 3 Exam

October 14	Thanksgiving
October 15	Chapter 4 Theories of Motivation
October 17	Topic Presentation: Theories of Motivation
October 22	Case Presentation: Theories of Motivation
October 24	Chapter 4 Exam
October 29	Chapter 5 Motivation in Action
October 31	Topic Presentation: Motivation in Action
November 05	Case Presentation: Motivation in Action
November 07	Chapter 5 Exam
November 08	Fall Break
November 12	Chapter 6 Groups and Teamwork
November 14	Topic Presentation: Groups and Teamwork
November 19	Case Presentation: Groups and Teamwork
November 21	Chapter 6 Exam
November 26	Chapter 7 Communication
November 28	Topic Presentation: Communication
December 03	Case Presentation: Communication
December 05	Chapter 7 Exam;
December 10	Cumulative Exam Last Class
December 12	Last Day of Classes
December 13-22	Final Exams

Examinations:

Final examinations will be scheduled by the Registrar during the period December 12, 2013 to December 20, 2013. **DO NOT PLAN ANY ACTIVITIES DURING THIS PERIOD.**

Statement on Plagiarism:

Plagiarism will not be tolerated. Please ensure you read and understand the College policy on plagiarism as published in the Calendar. If you have any questions as to whether or not you might be violating this policy, please discuss this with your instructor before you submit your assignment. The instructor reserves the right to use electronic plagiarism detection services.