

GRANDE PRAIRIE REGIONAL COLLEGE
DEPARTMENT OF ARTS, EDUCATION, AND
COMMERCE

Fall, 1998.

COURSE: OB 3010 3(3-0) UT(3)
 T & Th 11:00- 12:20 J 228
 Organizational Behaviour

INSTRUCTOR: V. J. Salvo

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 by appointment, or anytime I'm free.

NATURE AND PURPOSE OF THE COURSE:

This course explores questions relevant to the understanding, explanation, and prediction of behaviour in organizations. It focuses on the contributions from the social and management sciences and experience. It is, therefore, a blending of scientific theory, empirical data, and subjective experience in application and interpretation.

There is no "one best way" to manage or lead behaviour in organizations. However, there are costs and benefits associated with specific actions (or non-actions). Understanding and application of theory, analytical skill development, and experiential development of a "feel" for the tasks involved in working in organizations are all important parts of this course.

OBJECTIVES OF THE COURSE:

1. to gain an appreciation of the contribution of the behavioural sciences to the understanding of the management process;
2. to develop a theoretical basis for analysing human behaviour in organizational settings;
3. To develop the ability to put theory into practice through application to personal experience and/or case studies;
4. To develop an understanding of the effects of interaction and structure on human behaviour;
5. To develop and improve interpersonal skills relevant to OB in practice.

EVALUATION METHODS:

There will be 5 quizzes and 3 exams in this course. There will also be case analyses and experiential exercises. Each is described below:

Quizzes: Each quiz will be "objective" (multiple choice,) and will cover only the materials covered in the particular section of the course. Quizzes will take no more than 15 minutes of class time and will be discussed the same day they are written.

Examinations: There will be three exams. Exams will be multiple choice and will focus on materials centrally important to managers. The exams will take less than an hour and will be discussed in class on the day they are written. The Final Examination will be cumulative.

Case Analyses: The development of your ability to apply theory to situations and communicate your conclusions and recommendations is a vital part of this course. We will discuss most, if not all, of the cases presented in the text. Once we have established the baseline expectations, you will prepare written analyses of indicated cases for formal grading and discussion in class. Marks will be deducted for errors in style, grammar, spelling, etc. You may also work cooperatively with other students and do team essays. All persons who worked on the case analysis will receive the same mark.

Experiential Activities: From time to time we will be doing exercises, discussing videos, and engaging in discussions on the point-counterpoint dialogues in the text, which will be discussed in the context of theory, research, or OB practice. Marks will be awarded on the basis of participation.

GRADING SYSTEM:

GRADE	INTERPRETATION	PERCENTAGE EQUIVALENT
9		90+
8	Excellent	80-89
7		72-79
6	Good	65-71
5		57-64
4	Pass	50-56
3		45-49
2	Fail	26-44
1		0-25

MARKS:

Quizzes		20%
Examinations		50%
First Exam	15%	
Second Exam	15%	
Final Exam	20%	
Case Analyses		15%
Exercises/Activities		15%

LEARNING RESOURCES:

Robbins, Stephen P. ORGANIZATIONAL BEHAVIOUR: CONCEPTS, CONTROVERSIES, A N D APPLICATIONS, 8th Edition, Prentice-Hall, 1998.

COURSE SCHEDULE

- 03 Sept Introduction: Defining Our Organizational Behaviour Course
Video Case "David Vincent's New Career"
For next Class: Read Appendices A and B and Chapter 1 & Complete the Self Assessment on p.32.
- 08 Sept **What IS Organizational Behaviour?**
Debate Point-Counterpoint, pp. 30-31.
Break into groups- Do exercise on p. 32.
For next Class: Read Chapter 2. Do self assessments: "Locus of control," p.57, "Machiavellian," p. 59, "Self Esteem," p. 60, "Self monitor," p. 61, "Risk taking," pp. 62-63, "Type A," p. 64, and "Learning style," p.84.
Fill them out, score them, and bring filled-out assessments and scores to next class
- 10 Sept **Foundations of Individual Behaviour**
Discuss self awareness and learning. Bring self assessments!!
Discuss Video Case "Emotional Intelligence"
Discuss Case pp. 86-87.
For next Class: Read Chapter 3 and prepare for Quiz #1.
- 15 Sept Quiz #1 and Quiz Discussion
Discuss **Perception and Individual Decision Making**
Group work on page 126
Ethical Dilemma exercise, pp. 126-127.
Case analyses, pp. 127-129
For next class: Read Chapter 4. Do values exercise on page 162.
- 17 Sept **Values, Attitudes, and Job Satisfaction**
Group work page 162
Point-Counterpoint Debate, pp. 160-161.
Case analyses, pp. 163-165.
For next class: Read Chapter 5. As you read, think up some questions for class. Do exercises pp. 198-99. Score them and bring to class. Save it, you will use it in your group.
Prepare for Quiz 2.
- 22 Sept Quiz 2 and Quiz discussion.
Basic Motivation Concepts
In-class work. Group questions and answers.
Point-Counterpoint Debate, pp. 196-197.
Case analyses, pp. 199-201.
For next class: Read Chapter 6. As you read, think up some questions for class. We will be playing a game in class using material from the text.
- 24 Sept **Motivation: From Concepts to Applications**
Group work: Group work: Penny Pitch Exercise
Discuss process for reviewing for exam
For next class: Review Chapters 1-6 and prepare for Exam 1

29 Sept Motivation and Review day Chapters 1-6

Point-Counterpoint Debate, pp. 228-229.

Case analyses, pp. 232-233.

01 Oct Exam #1 on chapters 1,2,3,4,5,6

Go over exam

For next class: Read Chapter 7. Prepare written responses to questions for the case on pp. 280 - 281. Do exercises on pp. 279 - 280. Score them and bring to class. Save, you will use them in your group project.

Oct 6 Discuss Exam**Foundations of Group Behaviour**

In-class work:

Point-Counterpoint Debate, pp. 277 - 278.

Case analysis, p. 281.

For next class: Read Chapter 8. Do self-assessment on page 305. Prepare responses to questions for the cases on pp. 306 - 307.

Oct 8 Understanding work teams

Group work:

Discuss Point-Counterpoint Debate, pp. 303 - 304.

For next class: Review Chapters 7 & 8 and bring some questions to class. Prepare for Quiz 3

Oct 13 Q & A in Class

Quiz 3 and discussion of Quiz

For next class: Read Chapter 9. Answer questions for Cases on pp. 341-343. Complete the listening inventory on page 340.

Oct 15 Communication

In class work: fish bowl exercise; Frammus exercise.

Discuss Point-Counterpoint Debate, pp. 338 - 339.

For next class: Read Chapter 10. Do exercise on p. 386. Score it and bring to class. Save it; you will use it in your group. Answer questions for Cases on pp. 391-393.

Oct 20 Leadership

In Class work:

Discuss Point-Counterpoint Debate, pp. 387 - 388.

For next class: Read Chapter 11. Do exercise on p. 427. Score it and bring to class. Save it; you will use it in your group. Answer questions for Cases on pp. 428-431.

Oct 22 Power and Politics

Discuss Point-Counterpoint Debate, pp. 425-426.

Group exercise p. 428

For next class: Prepare for quiz 4.

Oct 27 Quiz 4 and quiz discussion.

Group work

For next class: Read Chapter 12. Do exercise on p. 469. Score it and bring to class. Answer questions for Cases on pp. 471-473.

Oct 29 **Conflict**

Group work p. 469

Discuss Point-Counterpoint Debate, pp 467-468.

Assign groups to practice negotiation

For next class: Prepare questions for Chapters 7-12.

Nov 3 Review Day Chapters 7-12.

For next class: Prepare for exam 2 on chapters 7-12.

Nov 5 Exam 2 Chapters 7,8,9,10,11,12.

Review Exam.

For next class: Read Chapter 13. Do exercise on p.509. Score it and bring to class.

Nov 10 **Organizational Structure**

Debate over Point-Counterpoint, pp. 507-508.

Ethical Dilemma Exercise, pp. 510-511.

For next class: Prepare to write Quiz 5: an essay integrating three concepts from Ch 13. Prepare written responses to Questions for cases pp. 511-513.

Nov 12 Quiz 5: write an essay integrating three concepts

Group work: working with others Exercise

For next class: Read Chapter 14. Do exercise on pp.545-546. Score it and bring to class. Prepare written responses to Questions for cases pp. 547-549.

Nov 19 **Work Design**

Group work p. 546

Debate over Point-Counterpoint, pp. 543-544.

For next class: Read Chapter 15. Do exercise on p.588. Score it and bring to class. Prepare written responses to Questions for cases pp. 590-591.

Nov 26 **HR Policies and Practices**

Interview role-plays

Diversity exercises

Debate over Point-Counterpoint, pp. 586-587.

Ethical Dilemma Exercise, pp. 589-590.

For next class: Read Chapter 16. Do exercises on p. 617 and 618. Score them and bring to class. We will be discussing our class-room culture in class. Prepare written responses to Questions for cases pp. 619-921.

Dec 1 Organizational culture

Debate over Point-Counterpoint, pp. 615-616.

Ethical Dilemma Exercise, p. 618.

For next class: Prepare questions for class. We'll be playing the Q&A game on Chapters 13, 14, 15, and 16.

Dec 3 Last Class Q&A GAME

Review Chapter 13, 14, 15, 16 for last exam to be held during final exam period.

***** Examination III Scheduled by the Registrar's Office *****

N.B.

1. Keep this outline. It will be your course reference throughout the term.
2. You are responsible for changes (additions and/or deletions) to this outline made in class.
3. It is your responsibility to attend class. Should you be unable to attend class, it is your responsibility to find out what was missed.