MGT 3460: Organizational Behavior

2022 Winter Session	
Total Class Sessions: 25 **Class Sessions Per Week: 6** **Total Weeks: 4** **Class Session Length (Minutes): 145** **Credit Hours: 4**	**Instructor: Staff** **Classroom: TBA** **Office Hours: TBA** **Language: English**

Course Description:

This course provides an introduction to organizational behavior and management. It explores how organizations can be managed more effectively and at the same time the quality of employees' work life can be enhanced as well. Topics include motivation, rewarding behavior, stress, individual and group behavior, conflict, power and politics, leadership, job design, organizational structure, decision-making, communication and organizational change and development.

Course Materials:

1. **Textbook:**
   Organizational Behavior,

   Stephen P Robbins, Timothy A Judge, 18th edition

Course Format and Requirements:

Class time will be used for a combination of lectures, class discussions, and student presentations.

Attendance:

Attendance at lectures is vital to get a thorough understanding of the material, but I will not check-up on you by circulating an attendance roster. Good attendance will be rewarded, however, in that all quiz questions and most exam questions will be drawn from the lectures. Furthermore, only those who attend class can earn points for participation.

Course Assignments:

Quizzes: Throughout the semester, students will have 6 in-class quizzes. The formats include multiple choices and True/False. The lowest grades of the semester will be dropped.
Team Project: The purpose of the project is to give every team of 3-5 people an opportunity to apply what has been learned in the course (through course lectures, readings, and discussions). Each team is expected to gather information from people in an organization through direct contact. Students

must supplement this information with data from the media, the organization's literature, and other secondary sources. Each team should identify a relatively recent problem to analyze (i.e., this should not be an historical account of a problem and the company's solution) and focus analysis by applying the concepts from our course.

Team Project Deliverables through the semester:

1. Project proposal

2. Executive summary with a brief summary of the problem and a brief summary of your proposed solution

3. Project paper with least 10 double spaced pages (1 inch margins, 12 point font)

4. The ELECTRONIC oral presentations

5. Project Evaluations

Exams:

The two midterm exams and final exams will consist of objective questions in multiple choice, short answers, and/or essays. All exams will be close-book.The final exam will be cumulative. It will be a closed-book, closed-note three-hour exam.

Course Assessment:

Quizzes	10%
Team Project	20%
Midterm Exam 1	20%
Midterm Exam 2	20%
Final Exam	30%
Total	**100%**

Grading Scale (percentage):

A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
98-100	93-97	90-92	88-89	83-87	80-82	78-79	73-77	70-72	68-69	63-67	60-62	<60

Academic Integrity:

Students are encouraged to study together, and to discuss lecture topics with one another, but all other work should be completed independently.

Students are expected to adhere to the standards of academic honesty and integrity that are described in the Chengdu University of Technology's *Academic Conduct Code.* Any work suspected of violating the standards of the *Academic Conduct Code* will be reported to the Dean's Office. Penalties for violating the *Academic Conduct Code* may include dismissal from the program. All students have an individual responsibility to know and understand the provisions of the *Academic Conduct Code.*

Special Needs or Assistance:

Please contact the Administrative Office immediately if you have a learning disability, a medical issue, or any other type of problem that prevents professors from seeing you have learned the course material. Our goal is to help you learn, not to penalize you for issues which mask your learning.

Course Schedule:

Class 1:
Overview of Class:
Go through Syllabus;
What is Organizational Behavior?

Class 2:
Emotions and Moods:
Emotional awareness
Intelligence;

Class 3:
Emotions and Moods:
Emotional awareness scale;
Emotional intelligence group exercise;
Personality and Values:
Big 5 personality traits;

Class 4:
Quiz 1
Personality and Values:
Terminal vs. Instrumental values;
Person-job fit;
Students form Team in class

Class 5:
Person-organization fit;
Assertiveness;
Personality;
Type-A behavior scales

Class 6:
Attitudes and Job Satisfaction:
Cognitive dissonance;
Job satisfaction and Herzberg two-factor theory;
Job Characteristics model;

Team Project Deliverable 1 DUE

Class 7:
Quiz 2
Emotions and Moods:
Emotional Intelligence (EI);
Narcissism

Class 8:
Perception and Individual Decision Making:
Attribution Theory;
Locus of Control;

Class 9:
Midterm Exam 1

Class 10:
Decisions in organizations;
Biases, ethical considerations in decision making
Motivation Theory & Application:
Theories including Herzberg;
Vroom;
Maslow;

Team Project Deliverable 2 DUE

Class 11:
Motivation Theory & Application:
McGregor;
McClelland
Path-Goal;
MBO;
Self-efficacy;

Class 12:
Quiz 3
Motivation Theory & Application:
Equity;
Expectancy;
People in Groups:
Why do we do what we do?;
And why we keep doing it?

Class 13:
Groups and Teams:
Differences;

Stages of formation;
Conformity;

Review instructor's feedback on team project

Class 14:
Group decision making
Communication;
Simon's model;

Class 15:
Quiz 4
Active listening;
Supportive feedback
Leadership in Organizations:
Trait theories, contingency theories;

Class 16:
Leadership in Organizations:
Charismatic leadership;
Authentic ethics and true;
Empowerment through delegation

Class 17:
Bases of power;
Power tactics;
Team Project Deliverable 3 draft in-class discussion;
Review and feedback

Class 18:
Midterm 2

Class 19:
Political behavior;
Impression management;
Conflict and Negotiation;
Managing Oneself
Team Project Deliverable 3 DUE

Class 20:
Quiz 5
Organization:
Design;
Dynamic Environments

Class 21:

Organization:
Culture;

Class 22:
Creating a Great Organization
Organizational Change;
Team Project Deliverable 4 DUE

Class 23:
Quiz 6
Tools to assist;
Final Presentation

Class 24:
Stress Management
Final Presentation (cont.)

Class 25:
Wrap-up and Review for Final
Team Project Deliverable 5 DUE

Final Exam (Cumulative): TBA