

BA 3361-501, Wednesday, 7-945pm

## Organizational Behavior

Spring 2006

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Office hours: Wednesday before class or by appointment

Required Text: Essentials of Organizational Behavior by Stephen P. Robbins

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### Course Description:

This course will provide you with an introduction to the field of Organizational Behavior. We will cover many topics at the individual, group, and organizational levels using a variety of instructional methods, including lectures, exercises, case analysis, large and small group discussions, and videos. Participation in all activities is necessary.

Purposes of the course- By the time you leave this class, you should be able to:

- 1) develop insight and sensitivity in regards to people in organizations,
- 2) develop an understanding of Organizational Behavior as a behavioral science that impacts individuals, specifically through decision making, values, motivation, leadership, perception, and job satisfaction,
- 3) develop an understanding of how groups function and how groups and individuals interact through group dynamics, conflict resolution, and team work,
- 4) apply associated theories to individual, group, and organization level behavior,
- 5) respond in a profitable manner to the impact that diversity and ethics have on organizations,
- 6) transfer the research, concepts, and theories in the study of organizational behavior to real life settings.

Final Grade Calculation will be as follows (percent of total points):

97 and above	A+
93 – 96.99	A
90 – 92.99	A-
87 – 89.99	B+
83 – 86.99	B
80 – 82.99	B-
77 – 79.99	C+
73 – 76.99	C
70 – 72.99	C-
67 – 69.99	D+
63 – 66.99	D
60 – 62.99	D-

### Grade evaluation mix

Mid-term Exam	40%
Final Exam	40%
Attendance	10%
Written assignments	10%

anything below 60%, is a grade of F

There will not be a make-up exam if you miss the mid-term exam. If you miss the mid-term exam, you will take a cumulative final exam. If you score poorly on the mid-term exam, you do not have the option of taking a cumulative final exam.

If you wish to do well in this class:

- attend class regularly, daily class work is group work and cannot be turned in late
- take good notes (I don't supply copies if you are not here)
- do well on exams
- arrive on time, don't suggest a time to leave
- try to not get up in the middle of a lecture and walk out, be courteous to everyone
- do your own work, no side conversations, turn off all electronics
- never drop a class without first consulting the instructor, even if you can't stand them (or me)
- On scantron graded exams, the machine will count any answer wrong if it perceives that two or more answers were given. Therefore, completely erase answers that you change. If you do not feel that, you

have erased completely enough or could not erase completely enough, print the letter corresponding to your answer to the left of the question number on the scantron sheet. I will evaluate these during the grading process. I will not change grades due to this error once the scantrons have been returned to you.

- It is important that you attend class regularly. You are responsible for all material presented in class and all material present in the assigned readings from the textbook. You will not do well in the class if your attendance is poor. I encourage everyone to exchange contact information with at least two other classmates so that you are able to obtain lecture notes and other course information should you miss a class. It is your responsibility to stay current with the class. I will not bring hand out materials to subsequent class sessions; you will need to make copies on your own if necessary.

We will respect all opinions and cultures in class. Students will be expected to be open minded and willing to learn and experience. By the same token, this class will not be a forum for any student to personally attempt to advance any cultural, religious, or political viewpoint beyond the scope of the material considered pertinent to the course.

#### UT-Dallas Policy on Cheating:

Students are expected to be above reproach in all scholastic activities. Students who engage in scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and dismissal from the University. "Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts." (Regents' Rules and Regulations, Part One, Chapter VI, Section 3, Subsection 3.2, Subdivision 3.22). Since scholastic dishonesty harms the individual, all students, and the integrity of the University, all policies on scholastic dishonesty will be strictly enforced. You may be asked to verify your identification during examinations. Failure to do so will result in a grade of zero for the examination. It is required that you bring a picture ID to class to verify your identification.

#### Course Schedule

<u>Class Day</u>	<u>Topics Covered</u>
1/11/06	Introduction to OB, housekeeping, Past Perspectives
1/18/06	Context of O.B., <i>Robbins</i> Chapter 1
1/25/06	Values, Perception, Attitude, Learning, Personality <i>Robbins</i> Chapters 2 and 3
2/1/06	Emotions and Motivation, <i>Robbins</i> Chapters 4 and 5
2/8/06	Individual Decision Making, Group Behavior, <i>Robbins</i> Chapters 6 and 7
2/15/06	Group Decision Making, Teams, <i>Robbins</i> Chapter 8
2/22/06	Catch up, Stress Management
3/1/06	Mid-term Exam
3/8/06	<i>campus closed for Spring Break</i>
3/15/06	Leadership, <i>Robbins</i> Chapter 10
3/22/06	Communication, Power and Politics, <i>Robbins</i> Chapters 9 and 11
3/29/06	Conflict and Negotiation, Organizational Structure, <i>Robbins</i> Chapters 12 and 13
4/5/06	Work Design and Technology, Human Resources, <i>Robbins</i> Chapters 14 and 15
4/12/06	Organizational Culture, Organizational Change, <i>Robbins</i> Chapters 16 and 17
4/19/06	Catching up, review of projects, final exam review
4/26/06	Final Exam

I reserve the right to alter any portion of the preceding syllabus according to my best judgment.