



Course OBHR3310.006.13F Organizational Behavior
Professor Dr. Vance Johnson Lewis
Term August 26, 2013 through December 11, 2013
Meetings Tuesdays and Thursdays 10:00a to 11:15a, JSOM 2.714

Professor's Contact Information

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NOTE: I do not check my email on my phone or 24 hours a day.

Office Hours Wednesdays 1:00-4:00p

Tuesday and Thursday afternoons by appointment

Statement of Teaching Teaching is not something I am forced to do...I do it because I not only enjoy it but I, by personality, am motivated by helping other people find success. Every decision I make regarding this class is done with the motive of helping you acquire the skills and knowledge to become a highly successful business person.

General Course Information

Pre-requisites RHET 1302 and MATH 1325.

Course Description An integrated social science approach is taken to enable students to better understand their work environments and the issues that arise from the complex interplay among organizational members. This course explores theories and concepts derived from diverse fields such as psychology, sociology, economics, and anthropology. The topics include: motivation, attitudes, ethics, communication, leadership, teamwork, power, negotiation, and culture.

Learning Outcomes

- 1) Understand the role of management within the organization.
- 2) Understand the individual within the organizational setting, including cognitions, behavior, and attitudes.
- 3) Understand how to assess individual behavior in order to more effectively manage employee performance.
- 4) Understand the nature of groups and teams, particularly with regards to formation, decision making, and conflict management.
- 5) Understand key sociopolitical aspects of organizations, including power, politics, and leadership.
- 6) Be able to integrate knowledge gained in Organizational Behavior in order to analyze and present an original case analysis.
- 7) Develop an understanding of ethics as they are related to human values, behavior and approaches to making judgments based upon ethical and environmental considerations.
- 8) Demonstrate an understanding of the sources and consequences of multi-ethnic and multi-cultural diversity & implications for human interactions within and across levels that include intra-personal, interpersonal, group and organizational and interorganizational interactions.

Required Texts & Materials

Colquitt, J.A.; Lepine, J.A.; & Wesson, M. J. (2013). *Organizational Behavior: Improving Performance and Commitment in the Workplace 3rd Ed.* New York: McGraw Hill.

** The electronic version on this textbook is not acceptable and cannot be used during class or exam.*

This course will require the use of a clicker. A clicker is an audience response device that resembles a small calculator. This allows you to provide real-time feedback to your instructor during class. Class summary results are displayed graphically, providing students and the instructor a gauge as to how well the class is grasping the material. You can purchase (and sell back) your clicker at the UTD Bookstore.

Required Computer Access

McGraw-Hill Connect Management
UTD E-Learning

Evaluated Efforts

Grade Component	Point Available
Exam One	100
Exam Two	100
Exam Three	100
In-Class Quizzes	240
Course Contract	10
Homework Activities	160
Written Group Project	100
Oral Group Project	100
Project Evaluation	50
Class Contributions	50
In-Class Activities	50
Total	1060

Final Grade Determination

Final Point Total	Letter Grade
970-1000	A+
940-969	A
900-939	A-
870-899	B+
840-869	B
800-839	B-
770-799	C+
740-769	C
700-739	C-
680-699	D+
670-679	D
660-669	D-
0-659	F

**Midterm grades are due October 18, 2013. Midterm grades will be calculated using any assignments recorded to E-Learning on that date and will only use A, B, C, D or F labels.*

Extra Credit

The concept of extra credit can be traced back to the earliest Colonial Divinity Schools and it was an exercise offered to motivated students to further their learning...it had nothing to do with helping desperate individuals get a higher grade. There will be no extra credit offered in this course; however, please note that the potential points in the course (1050) exceeds the maximum grade (1000).

In-Class Quizzes

At the beginning of each class session which covers a chapter of the text, students will be given a five question quiz (with each question counting three points each) which covers the material for the day. These quizzes will be multiple choice and will utilize a Turning Technologies Innovative Response Clicker (available at the UTD Bookstore). These questions will be closed note and closed book.

Exams

This course will feature three unit exams. These exams will be in a case study format and will ask students to answer numerous questions about and provide solutions to a specific case study. These exams will be open note and open book and will take place in the UTD Testing Center in McDermott Library.

Group Project

In groups, each class member will participate in an indepth analysis of a local company through the use of a real life, original case study. The project will involve both a written case analysis and an oral presentation. The written portion will cover the company as it is and work to identify areas of concern and potential solutions to better the company. The oral portion will serve as an opportunity to present information to said company in the spirit of business consultants. The project will also feature elements of self-assessment and peer assessment.

Class Contributions

This is a team-based, experiential course; consequently, contribution is critical. Contribution is different from attendance or from paying attention. Contribution includes coming to class prepared, having read the material, making relevant contributions to the discussion, asking pertinent questions, politely listening to other students, helping clarify an issue, offering an alternate point of view, and so forth. Sleeping in class, reading material unrelated to the class, whispering while other students are talking, and other such disrespectful actions will negatively impact your participation score. As in a business setting, the positive, active participation of all members increases the benefit to all. Arriving to class late or leaving class early will negatively affect how your contributions are perceived.

Homework Activities

Prior to each class session which covers a book chapter, students will complete a brief, timed activity which covers course material. These activities are meant to encourage students to come to class prepared so that class time can be spend discussing material

rather than simply reading PowerPoint slides. These quizzes can be found on the McGraw/Hill Connect website which accompanies the text book and students are free to utilize their textbook and notes to complete these quizzes.

In-Class Activities

During the semester, there will be a variety of activities during class. These might range from discussion of case studies in the chapters to games to full-scale negotiations. While not all of these activities will be for points, students should expect that some will and should offer their best efforts to show off, outside of exams, what they are learning in the class.

Attendance

Just as how in one's job they are expected to be at work, students are expected to be in class and attendance is mandatory. Just as with the real world, however, one earns the right to time off from their job. In keeping with this idea, as this is a 3000/Junior level course, you have earned three personal days. You may use these days without penalty (though you will still be held responsible for activities that day) at any time during the semester except for exam days and group presentation days. Just as in the real world if you miss too many days from work you are docked pay, beginning with the fourth day missed, you will be considered to be on "unpaid leave". Each day of "unpaid leave" will result in your final course grade being lowered one level. Issues of extended illness, sometimes called "catastrophic leave", will be considered on the part of the professor.

Note: Though I am sympathetic to the issues that might arise in your life, an emergency in your life does not warrant a change of action on my part. Attendance recording will begin on August 29, 2013.

Late Work and Missed Assignments and/or Exams

All deadlines for submissions are clearly defined; therefore, no assignments or projects will be accepted late FOR ANY REASON. If a student misses their group presentation, they will receive a grade of zero for that project. If a student misses an exam, they will receive a grade of zero for that exam. If a student misses a graded class activity, they will receive a grade of zero. If a student misses a quiz, they will receive a grade of zero. If a student feels they have a compelling reason for missing either the presentation, exam, or activity, they may file a written appeal with the Professor.

Cell Phones/Mobile Devices

Many companies, in their company handbook, make provisions for the use of cell phones and mobile devices during the company's time. The policy in this course is that cell phones and mobile devices are not allowed during class time. This is in place for three reasons: 1) you need to be paying attention to what is occurring during class, 2) your use of a device may be a distraction to others in the class, 3) your use of a device may be a distraction to the Professor. Students who elect to violate this policy will first be issued a warning, either verbally or through email. Any further issues with the policy after that will cause the student to be placed on "unpaid leave" and asked to leave the class for the day.

Laptop Computers

As with mobile devices, many companies elect to limit computer use during company time. The only approved use for laptop/tablet devices is for use in taking notes. Use of a computer outside of this provision will result first is your being asked to stop usage of your computer and then, if problems persist, in your being placed on “unpaid leave” and asked to leave the class for the day.

Note: students electing to use a laptop in class will be asked to sit in the front rows of the classroom.

Email and Communication

Due to issues of privacy, all email communications from students must either be through E-Learning or the students utdallas.edu email account. Emails sent from a non-utdallas.edu email, such as yahoo, gmail, google, etc., will not be answered.

Off-campus Instruction and Course Activities

This course does require students to visit a local business as part of their semester group project.

UT Dallas Syllabus Policies and Procedures

The information contained in the following link constitutes the University’s policies and procedures segment of the course syllabus.

Please go to <http://go.utdallas.edu/syllabus-policies> for these policies.

Statement regarding potential academic dishonesty

All allegations of scholastic dishonesty will be submitted to the Office of Judicial Affairs who will make a determination based on evidence. If it is decided that an infraction occurred, *at minimum* a grade of zero will be recorded for the assignment/activity in question.

The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor.

Course Schedule

Date	Topic	Material to be Discussed in Class	Assignment Due at the Beginning of Class
Tues., Aug. 27	Course overview Email etiquette review	Syllabus Handout	
Thurs., Aug. 29	What is Organizational Behavior?	Chapter 1	
Tues., Sept. 3	Job Performance	Chapter 2	Course Contract Personal Information Sheet
Thurs., Sept. 5	Organizational Commitment	Chapter 3	
Tues., Sept. 10	Teams	Chapter 11	
Thurs., Sept. 12	Teams	Chapter 12	
Tues., Sept. 17	Exam #1	Chapters 1-3; 11-12	
Thurs., Sept. 19	Team Project Discussion		
Tues., Sept. 24	Job Satisfaction	Chapter 4	Team project contracts
Thurs., Sept. 26	Stress	Chapter 5	
Tues., Oct. 1	Motivation	Chapter 6	Team project permissions
Thurs., Oct. 3	Truth, Justice, and Ethics	Chapter 7	
Tues., Oct. 8	Learning and Decision Making	Chapter 8	
Thurs., Oct. 10	Activity		
Tues., Oct. 15	Exam #2	Chapters 4-8	
Thurs., Oct. 17	Personality and Cultural Values	Chapter 9	
Tues., Oct. 22	Ability	Chapter 10	
Thurs., Oct. 24	Leadership	Chapter 13	
Tues., Oct. 29	Leadership	Chapter 14	
Thurs., Oct. 31	Organizational Structure	Chapter 15	
Tues., Nov. 5	Activity		
Thurs., Nov. 7	Organizational Culture	Chapter 16	
Tues., Nov. 12	Exam #3	Chapters 9-10; 13-16	
Thurs., Nov. 14	Project preparation day		
Tues., Nov. 19	Group Presentations <i>Teams Tan & Grey</i>		Written Group Project Project Evaluation*
Thurs., Nov. 21	Group Presentations <i>Teams Purple & Pink</i>		
Tues., Nov. 26	-----	NO CLASS	
Thurs., Nov. 28	-----	NO CLASS	
Tues., Dec. 3	Group Presentations <i>Teams Red & Blue</i>		
Thurs., Dec. 5	Group Presentations <i>Teams Orange & Green</i>		
Tues., Dec. 10	Group Presentations <i>Teams Brown & Yellow</i>		
Final Exam TBA	Course & Project review		

**Students must submit their Project Evaluation to E-Learning no later than 48 hours after their team's group presentation.*