

SEP 13 2000

Grande Prairie Regional College
Business Administration Department

Fall 2000

Organizational Behaviour 11

BA 2390 (3-0)

Basic Course Information

Instructor Kathleen D. Frei
Office: Room C 413
Phone: 539-2007 (messages)

Office Hours

M 13:00 - 14:30 a.m.
W 14:30 - 16:00 p.m.
(or by appointment - I tend to *wander*)

Text

Robbins, Stephen P., Langton, Nancy,
*Organization Behaviour, Concepts,
Controversies, Applications*. Prentice
Hall 1999. This text will be used
extensively in the course.

Transferability

This course when used in conjunction
with BA1380 equals UT (3)

Pre requisite: BA1380

Grading Scheme

Quizzes	20%
Midterm	30%
Group Project	20%
Final Exam	30%



Course Description

This course examines the human side of enterprise including innovations in the field which are designed to better meet the needs of people and organizations. Topics include: power and politics, perception, job satisfaction, business ethics, conflict management, coaching and performance improvement.

Course Objectives:

- To learn how the workplace is changing creating new threats and opportunities. (Right Sizing, Re-engineering, doing more with less, globalization, McJobs, & Technology.)
- To understand that productivity and quality are the very essence of survival and how this impacts organizations and the people in them.
- To expose students to various models on selected organizational behaviour topics, and acquaint them with the alternative approaches.

Mid Term & Final Exams:

These will test your knowledge of the required reading, straight knowledge of course concepts and your ability to apply the course material. Test questions will comprise of multiple choice, short and long answer, and reverse definition.

Group Project:

A group paper describing, analysing and recommending strategies for an organization of your choice. The students will choose a company to contact and evaluate. A participation mark will also be included, submitted for each individual by their peers on their group contribution. A detailed plan of your group's topic must be submitted and approved by the instructor.



Quizzes:

To get the most out of this course regular attendance and participation in class activities is required. Accordingly, quizzes will be used throughout the term to test your understanding of current material and will not be accepted at alternative times.

Records Retention:

Class records related to this course will be maintained for six months after the last day of class. These records will then be destroyed in a secure manner.

Tips for Succeeding in this Course

1. **Read** the textbook before the material is covered in class.
2. **Attend** all classes.
3. **Participate** actively in class activities.

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Tentative Class Schedule

Week	Dates	Topic	Text Reading	Due
1	Sept 6	Introduction		
2	Sept 11 & 13	Communication	Chapter 9	
3	Sept 18 & 20	Communication Decision-Making, Creativity & Ethics	Chapter 9 Chapter 10	
4	Sept 25 & 27	Decision-Making, Creativity & Ethics Leadership	Chapter 10 Chapter 11	
5	Oct 2 & 4	Leadership	Chapter 11	
6	Oct 11	Power & Politics	Chapter 12	
7	Oct 16 & 18	Power & Politics Conflict and Negotiation	Chapter 12 Chapter 13	
8	Oct 23 & 25	Conflict and Negotiation Midterm	Chapter 13	(30%)
9	Oct 30 & Nov 1	Foundations of Organizational Structure	Chapter 14	
10	Nov 6 & 8	Foundations of Organizational Structure Work Design	Chapter 14 Chapter 15	
11	Nov 13 & 15	Work Design	Chapter 15	
12	Nov 20 & 22	Organizational Culture	Chapter 16	
13	Nov 27 & 29	Organizational Change & Stress Management	Chapter 17	Group Paper (20%)
14	Dec 4 & 6	Organizational Change & Stress Management	Chapter 17	
Dec 8 to 17	Final Exam	Scheduled by Registrar		(30%)

*** Students will also be required to read/complete various additional handouts and exercises