

DEPARTMENT OF BUSINESS AND OFFICE ADMINISTRATION

COURSE OUTLINE – Fall 2022

BA1380 (D2): Organizational Behavior I – 3 (3-0-0) UT 45 hours for 15 Weeks

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

INSTRUCTOR: Carolyn Vasileiou **PHONE:** 780-539-2221
OFFICE: C 201 **E-MAIL:** cvasileiou@nwpolytech.ca
OFFICE HOURS: Wednesday 2:30-4:00PM, Thursday 10:00-11:30AM, or by appointment

CALENDAR DESCRIPTION:

The organization of human productive energy is the central focus of this introductory course. Themes of balancing task, relationship requirements and the needs of the organization with those of the individual are stressed. Specific topics include: perception, personality, values, attitudes, motivation, group behavior, and teamwork.

PREREQUISITE(S)/COREQUISITE: None

REQUIRED TEXT/RESOURCE MATERIALS:

Robbins, Stephen P., Langton, Nancy; Judge, Timothy A. (2019) *Organizational Behavior: Concepts, Controversies, Applications* (Eighth Canadian Edition). Toronto: Pearson Prentice Hall.

NOTE: This is an e-text with an online subscription to the MyLab website, which has several different study tools that can help you with your learning process. You will need access to the etext in order to do your assignments. Instructions to access the etext are available under the Getting Started Module on D2L. If you would like a paper copy of the text, it is recommended that you purchase the e-access code and then order your paper copy through the available link once you log-in to the website. It can take a few days to receive your paper copy, so please do this at the start of the semester. If you have difficulty accessing the e-text, please try an alternative web browser.

For device, software, and network requirements, please visit the following link:

<https://www.nwpolytech.ca/doc.php?d=TECHREQ>

DELIVERY MODE(S): BA1380 consists of three hours of lecture per week. Attend On-Campus, In-Person.

COURSE OBJECTIVES:

1. Determine the meaning of Organizational Behavior.
2. Recognize how perception, personality, values and attitudes can impact the workplace.
3. Implement the concepts of teamwork and recognize its use in the workplace.
4. Recognize how effective interaction can occur to achieve cohesive work groups.

LEARNING OUTCOMES:

Upon successful completion of the course, students will be able to:

1. Apply different theories of motivation to the workforce.
2. Assess personal strengths and weaknesses utilizing Organizational Behavior theories.
3. Participate in case study analysis and group discussion.
4. Learn practical communication strategies.

TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.ca>.

**** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability**

EVALUATIONS:

Quizzes (8 during the term)	15%
Case Analysis	5%
Group Presentation	10%
SWOT Analysis	15%
Midterm	25%
Final	30%
Total	100%

Practice Exercises

- Each chapter will have practice exercises for you to complete on the Pearson publisher site, MyLab. These are for practice only and not for marks. They will have due dates attached that correspond to the completion of each chapter.

Quizzes

- There will be 8 quizzes dispersed throughout the semester (see schedule for dates). The student will be allowed 1 attempt for each quiz.
- All quizzes must be completed before the due date expires or the student will receive a mark of zero (0) for any missed quizzes.
- Once the quiz has been started, you must complete the entire quiz within the set time limit. Logging off or losing the internet connection during the quiz will result in a grade based only on the proportion of the exam that has been completed. It is important to have a reliable internet connection when attempting an exam.

Final Exam

- 2 hours will be given for the final exam to be written.
- The final exam will be cumulative and will account for 30% of the final grade.
- The final exam will be scheduled by the Registrar's Office during exam week(s). Do not plan any activities during this time.

***In order to receive credit for BA 1380, you must achieve 50 percent on the final examination, and a course composite grade of at least D (50%).**

You are strongly encouraged to complete all assignments, quizzes, and exams. A grade of zero (0) will be assigned for any of these that are missed. Late assignments will have a 10% reduction per day. Turnitin plagiarism detecting software will be used in this course.

GRADING CRITERIA:

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

Alpha Grade	4-point Equivalent	Percentage Guidelines		Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	90-100		C+	2.3	67-69
A	4.0	85-89		C	2.0	63-66
A-	3.7	80-84		C-	1.7	60-62
B+	3.3	77-79		D+	1.3	55-59
B	3.0	73-76		D	1.0	50-54
B-	2.7	70-72		F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:

Date	Content	*Lessons/Sections	Quizzes	Assignments/ Exams
Sept 1	Introduction			
Sept 5	Labour Day – No Classes			
Sept 6	Chapter 1	What is OB?		
Sept 8	Chapter 1		Chapter 1 Quiz Due Sept 11	
Sept 13	Chapter 2	Perception, Personality, and Emotions		
Sept 15	Chapter 2			
Sept 20	Chapter 2			
Sept 22	Chapter 2	Instructor handouts	Chapter 2 Quiz Due Sept 25	
Sept 27	Chapter 3	Values, Attitudes, and Diversity		
Sept 29	Chapter 3		Chapter 3 Quiz Due Oct 2	
Oct 4	Chapter 4	Theories of Motivation		
Oct 6	Chapter 4		Chapter 4 Quiz Due Oct 9	
Oct 10-14	Thanksgiving Day/Fall Break – No Classes			
Oct 18	Review Ch. 1-4			
Oct 20				(Ch. 1-4) Mid-Term Exam (25%)
Oct 23				Case Study Due Oct 23
Oct 25	Chapter 5	Motivation in Action		
Oct 27	Chapter 5		Chapter 5 Quiz Due Oct 30	

Nov 1	Chapter 6	Groups and Teamwork		
Nov 3	Chapter 6		Chapter 6 Quiz Due Nov 6	
Nov 8	Chapter 7	Communication		
Nov 10	Chapter 7		Chapter 7 Quiz Due Nov 13	
Nov 11	Remembrance Day – No Classes			
Nov 15	Chapter 8	Power and Politics		
Nov 17	Chapter 8		Chapter 8 Quiz Due Nov 20	
Nov 22	SWOT Analysis			
Nov 24	SWOT Analysis			SWOT Analysis Assignment Due Nov 24
Nov 29	Presentations			
Dec 1	Presentations			
Dec 6	Presentations			
Dec 8	Review Day – Last Day of Classes			
Dec 14-22				Final Exam (cumulative) (30%)

Final examinations will be scheduled by the Registrar’s office. **Do not plan any activities during examination week.**

The above schedule may be revised at the discretion of the instructor based on class requirements.

STATEMENT ON PLAGIARISM AND CHEATING:

Cheating and plagiarism will not be tolerated and there will be penalties. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the Northwestern Polytechnic Calendar at <https://www.nwpolytech.ca/programs/calendar/> or the Student Rights and Responsibilities policy, which can be found at <https://www.nwpolytech.ca/about/administration/policies/index.html>

**Note: all Academic and Administrative policies are available on the same page.