MGT 032: Organizational Behavior

Term: 2020 Summer Session Instructor: Staff Language of Instruction: English Classroom: TBA Office Hours: TBA
Class Sessions Per Week: 5 Total Weeks: 5 Total Class Sessions: 25 Class Session Length (minutes): 120 Credit Hours: 4

Course Description:

Study on human behavior is vital to the success of organization management. Organizational Behavior is a study on analyzing individual and group behavior in organizations. Its purpose is to provide an understanding of how organizations can be managed more effectively and at the same time retain employees for a sustainable organization development. Topics cover organizational behavior theory, individual and group behavior management issues including (attitude, diversity, emotions, mood, personalty, motivation, teamwork, communication, leadership, power and politics, and conflicts). Topics related to organizational system design will also be discussed in the last week.

Upon completion, students are expected to have a good understanding on concepts, theories and applications in the field of organizational behavior. Students will understand the complexities of organizational behavior and demonstrate ability to apply obtained knowledge in real business world or subsequent management course.

Course Materials:

Textbook: Organizational Behavior(What's New in Management), 18th Edition, by Stephen P. Robbins (Author), Timothy A. Judge (Author)

Publisher: Pearson; 18 (January 14, 2018)

Language: English

ISBN-10: 0134729323

ISBN-13: 978-0134729329

Course Format and Requirements:

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

Students are expected to pre-reading relevant chapters before going to the class room. It will help students have a good understanding on the lectures in class and motivate an active participation in class discussions. Quizzes, homework, projects and exams are designed to reinforce students' understanding of the academic content.

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.

Grading Scale:

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

Course Assignments:

Weekly Quizzes:

Weekly Quizzes will be assigned according to course need. It will help student have a review and summary on key concepts, theories and practices in this week. There will be no make-up quizzes.

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

Exam：

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.

Course Assessment:

Weekly Quizzes	15%
Team Project	30%
Midterm Exam 1	15%
Midterm Exam 2	15%
Final Exam	25%
Total	**100%**

Course Schedule:

Week	Topics	Activities
1.	Go through Syllabus **Introduction:** What is Organizational Behavior? Theories behind Organization Behavior Role of Manager, Skill of Manager and Manager's Job Responsibilities **Individual Behavior:** Diversity (Levels of Diversity, Diversity Management Strategy) Emotions and Mood Personality and Value	Weekly Quizzes Team Project Introduction
2.	**Individual Behavior:** Attitude and Job Satisfaction Perception and Individual Decision Motivation (Concepts, Theories and Applications in Real Management Issues)	Weekly Quizzes Midterm 1
3.	**Group Behavior:** Foundations of Group Behavior Groups and Teams Communication Leadership	Weekly Quizzes Team Project Proposal
4.	**Group Behavior:** Power and Politics (Leadership, Power and Politics Contrast) Conflict and Negotiation Foundations of Organization Structure	Weekly Quizzes Team Project Paper Draft Midterm 2
5.	**The Organization System:** The Organizational Culture	Weekly Quizzes Team Project Oral Presentation

Human Resource Policies and Practices	Team Project Evaluation
Organizational Change	Team Project Final Deliverable
Stress Management and Tools for Assistance	Due
Course summary and Review for Final	Final Exam

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 Shanghai Normal University'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.