COURSE OVERVIEW

This course is an introduction to the behaviour of individuals and groups in organizations. We will learn various concepts and apply tools to understand how these behaviours can improve organizational effectiveness. Some specific topics we will cover include personality and learning, motivation, group dynamics, leadership, power, decision-making and stress / conflict. Through lectures, exercises, videos and assignments, this course will provide you with the opportunity to learn and practice these skills.

LEARNING OUTCOMES & OBJECTIVES

For businesses to thrive, corporate leaders must use every resource available to them to position the organization with a competitive advantage. At its essence, organizational behaviour is the study of understanding, predicting, and influencing people, and, few executives truly learn how to do this effectively.

In this course, you will learn the fundamentals to motivate employees, increase productivity, enhance well-being and satisfaction, facilitate team effectiveness, influence others, and create a work environment that supports individual and organizational goals.

RESOURCES


Alternative versions of the textbook are available at lower cost (e-book, rentals, used old editions, etc.). The text is recommended, but not necessarily required if you come to class regularly. Other textbooks, or used old editions cover some material differently; you will be expected to know the material as it is taught in class and/or presented in the current edition of the textbook.

UR Courses: UR courses will be used *extensively* for class announcements, lecture slides, supplementary materials, electronic submission of assignments and some posting of grades.
COURSE GRADING

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reflections &amp; Case Summaries (5 x 4%)</td>
<td>20%</td>
</tr>
<tr>
<td>Midterm Exam</td>
<td>25%</td>
</tr>
<tr>
<td>Team Project</td>
<td>25%</td>
</tr>
<tr>
<td>Final Exam (Comprehensive)</td>
<td>30%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

ASSIGNMENTS & EXAMS

Case Summaries

- A number of cases will be discussed throughout the semester in class. **Two (2)** of these cases will require a written analysis submitted prior to discussing the case in class.
- Case analyses are due through UR Courses before class starts on the specified date due.
- No late submissions accepted.

Written Reflections

- Three (3) reflections will be written to apply a **specific** concept studied in order to understand a personal experience you or someone you know has had.
- Reflections will be **strictly 300 words or less** and appropriate references must be used.
- Submit assignments through UR Courses in **Word format only** (.doc or .docx) by 11:55 p.m. on due dates.
- Grading criteria is available on UR Courses.
- No late submissions accepted.

Group Project

- Group project deliverables are a 10-12 minute oral presentation, along with submission of a 1 – 1.5 page summary. More information to follow!
- Groups will be randomly formed and presentation slots assigned early in the semester.
- Find an article on a single organization organizational issue from a reputable periodical.
- Provide a “consultant” style analysis using **organizational behaviour concepts**.
  - Summarize the situation. What organization behaviour concepts emerge? Which ones are the most important (up to three maximum)?
  - What did the organization do right? What did they do wrong?
  - What could be improved? What should be maintained?
  - Make sure the analysis is on behaviour at work, **not** other concepts such as marketing, financial, etc.
- **All** group members must participate in the presentation.
- Presentations will be evaluated by your classmates (worth 50%) and by the instructor (worth 50%).

Peer Evaluations: You will provide relative scores for yourself and all other members on your team for effort and value to the group project. An average of all team member scores will be taken, along with the instructor’s mark, to result in the overall project grade for each student. Peer evaluations will be retained confidentially.
Exams
• Exams may reference all text and in-class content.
• The mid-term exam will include a variety of multiple choice, short answer, and mini-cases. The mid-term will not be rescheduled and no make-up exam will be offered.
• The final exam is comprehensive. A large portion of the exam will include a case analysis.

CLASS PROTOCOL

Class Preparation:
• Regular class attendance is paramount for you to succeed and do well in this class.
• You will benefit significantly from reading the assigned chapters before or after class. Before is better.
• Assignments are evaluated heavily on effective writing skills.
• If you miss a class, it is your responsibility to get notes, assigned activities, etc. from another participant.

Academic Integrity:
• Work that you submit must be your own individual work, and not work you did with anyone else (except the group project).
• Plagiarism is a serious academic offence. It is important that you reference all ideas that are not your own.

NOTE: The Associate Dean requires that ANY level of plagiarism in the form of ANY missing in-text citations and/or references MUST be referred to his office for investigation of academic misconduct. A first offence of plagiarism typically carries a penalty of 0% on the assignment. Subsequent offences have much more serious consequences.

Plagiarism includes missing references, in-text citations, and quotation marks. Students who plagiarize unintentionally most often do so by failing to include all necessary in-text citations. In-text citations must be included for any and all information located through research. This includes anything that was not from your own previous knowledge or your own personal analysis of the research, even if the information is paraphrased, a direct quotation, a fact, a number, a statistic, someone else’s opinion, or was found through multiple sources. Remember, cite the ideas, not just the words.

Special needs:
Any student with a disability, injury or illness needing academic accommodation, should discuss this with me after contacting the Centre for Student Accessibility (located in Riddell Centre 251).

Writing Resources:
Free writing assistance (with advance notice) is available from the Student Success Centre (www.uregina.ca/ssc/) or via access to the “Writing Support” section on their web-site. The office is located at Room 230, Dr. William Riddell Centre.
### Class Schedule (subject to revision):

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Text</th>
<th>Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Sept 12</td>
<td>Course Introduction &amp; Overview Intro to the Field of Organizational Behaviour</td>
<td>Ch. 1</td>
</tr>
<tr>
<td></td>
<td>Sept 19</td>
<td>Individual Behaviour, Personality and Values Perceiving Ourselves and Others in Orgs</td>
<td>Ch. 2 Ch. 3 Online Case: Pushing Papers Reflection #1</td>
</tr>
<tr>
<td>5</td>
<td>Sept 26</td>
<td>Workplace Emotions, Attitudes and Stress Foundations of Employee Motivation</td>
<td>Ch. 4 Ch. 5 * Case 6: Keeping Suzanne Chalmers</td>
</tr>
<tr>
<td>7</td>
<td>Oct 3</td>
<td>Motivation / Applied Performance Practices</td>
<td>Ch. 5/6 Ch. 6</td>
</tr>
<tr>
<td>11</td>
<td>Oct 17</td>
<td>Applied Performance Practices (Con’t) Team Dynamics</td>
<td>Ch. 6 Ch. 8 * Case: Shipping Industry Accounting Team</td>
</tr>
<tr>
<td>13</td>
<td>Oct 24</td>
<td>Leadership in Organizational Settings</td>
<td>Ch. 12 Reflection #2 Online Case: Staff Sergeant’s Dilemma</td>
</tr>
<tr>
<td>15</td>
<td>Oct 31</td>
<td><strong>Mid Term Exam (Chapters 1-6, 8, 12)</strong> Creativity, Innovation &amp; Decision Making</td>
<td>Ch. 7</td>
</tr>
<tr>
<td>17</td>
<td>Nov 7</td>
<td>Power and Influence in the Workplace Conflict and Negotiation in the Workplace</td>
<td>Ch. 10 Ch. 11</td>
</tr>
<tr>
<td>19</td>
<td>Nov 14</td>
<td>Organizational Culture</td>
<td>Ch. 14 Reflection #3</td>
</tr>
<tr>
<td>21</td>
<td>Nov 21</td>
<td>Organizational Change</td>
<td>Ch. 15 Presentation summaries due in hard copy</td>
</tr>
<tr>
<td>23</td>
<td>Nov 28</td>
<td>Team Presentations</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Dec 5</td>
<td>Team Presentations Wrap up</td>
<td></td>
</tr>
<tr>
<td>26</td>
<td></td>
<td></td>
<td><strong>Final Examination: December 17 @ 9:00 AM</strong></td>
</tr>
</tbody>
</table>

* The 2 (two) cases noted with an asterisk require a written analysis. Forms to submit are on UR Courses.
University of Regina
Counselling Services

Feeling Stressed? Always worried?

Some stress is normal when you’re going to university but 1 in 5 students will suffer from enough distress that they would benefit from counselling.

What can I do?
The U of R offers several counselling services free of charge for students at the U of R. These sessions are confidential and easy to access for students – simply go to the second floor of Riddell, Room 281 to make an appointment.

When should you go?
Knowing when to schedule an appointment can be tough. Some common issues you might need help with include test anxiety, if you’ve experienced a trauma like losing a family member or a close friend, or if you’ve recently ended a relationship.

If the feelings you’re experiencing are more intense and severe counselling services can also provide urgent service within 3 days and referrals as needed.

What options are available for me?

Personal Counselling – This is a great option if you’d like one on one attention for things like anxiety and panic, relationship conflict, depression, grief and loss, academic issues, body image and substance abuse. Up to 6 sessions are free per semester. Try it – talking about your problems can be more helpful than you might think!

Group Counselling – Simply put, you’re not alone. Many students are experiencing the same things as you. The U of R offers a wide variety of group counselling opportunities that can help teach many skills for managing your mental health, including: Meditation and relaxation, Healthy relationships, Stress Management and Self-Care.

But I can’t afford counselling…

Seeking counselling doesn’t have to be cost prohibitive. Many students can benefit from the 5 free sessions offered by the University as a benefit of being a student.

If you need more sessions make sure you contact URSU and visit www.iHaveAPlan.ca. Many expenses that are related to mental health, including going to a psychologist, are partially covered by your Student Health and Dental Plan!

What else can I do?

Self-care – taking better care of yourself, can help you out. Eating better, working out, smoking and drinking less and balancing school with fun can all help with mental health!

Have a problem but don’t know how to fix it?
URSU’s Student Advocate can help you free of charge!

Academic Appeals  Emergency Bursaries
Disciplinary Appeals  Notary Public
Student Loan Appeals  Rentalsman Appeals
E-mail advocate@ursu.ca to schedule an appointment today!

UrSU’s Student Union - I've got your back!