

Istituto Lorenzo de' Medici
2019 Summer Program
BUS 203 Organizational Behavior
Course Outline

Term: June 17-July 19, 2019

Class Hours: 8:00 - 9:50 (Monday through Friday)

Course Code: BUS 203

Instructor: Debolina Ghosh

Office Hours: TBA

Email: debolinagho@gmail.com

Credit: 4

Class Hours: This course will have 72 class hours, including 40 lecture hours, professor 10 office hours, 10-hour TA discussion sessions, 2-hour review sessions, 10-hour extra classes.

Course Description:

This course provides an opportunity for student to discover the realities of organizations in contemporary situation, emphasizing the functional approach; understanding the managerial environment: Knowledge required evaluating organizations effectively and adjusting to the rapid changes in the global managerial world.

Required Text

Organizational Behavior, 13th Edition

Mary Uhl-Bien, John R. Schermerhorn, Jr., Richard N. Osborn ISBN – 9781118517376



John Wiley & Sons, Inc.

Assessment/Evaluation Methods/Grading

Class attendance/participation	5%
Tests/Exams (5)	40%
Case Study Project (4)	15%
In-class Quizzes	20%
Homework Assignments	20%
TOTAL	100%

Grading Scale

Definition	Letter Grade	Score
Excellent	A	90-100
Good	B	80-89
Satisfactory	C	70-79
Poor	D	60-69
Failed	E	Below 60

Course learning objectives:

- 1. Terminology** - Students should learn to understand and use the language and terminology used in academia regarding organizations. In addition to the language, students will learn various management concepts that are helpful in managing and developing organizations. To some extent, students learn to apply those concepts.
- 2. Theory** - Students should learn various organizational concepts and theories such as leadership, motivation, organization design, strategic management, and change management. By the end of this course, students will know how to deal with problems in designing and structuring organizations, providing for appropriate controls in organizations, and in helping organizations to grow and change with the environment. In some cases students learn how to apply those theories.
- 3. Attitude** - Students should finish the course with a realistic attitude towards organizations. For example, students may find out that business and management is not inherently unethical.

On the other hand, the course will not try to convince students that firms are great humanitarian or democratic institutions, either. Thus, this course is also meant to shape the attitudes of students towards business.

4. Teamwork - Students should have the opportunity to work in teams and gain experience in teamwork and cooperation. Most businesses now manage their work using teams and this course will set students on the right track to learning about teamwork. When students search for a job, most employers will ask about teamwork experiences. This course will provide in-Class team exposure.

5. Writing & Analysis - Students will complete some case analysis and write reports for case analyses. These cases are designed to improve writing skills by learning to write a concise analysis of management cases. This also involves an analytical component. Both writing and analysis should prepare students for higher level classes.

6. Internet - Students need to further develop internet skills to identify various resources available for organizations and to use them in enhancing decision-making and analytical skills.

Structure: The class will meet daily at the assigned time and location. Class meetings will involve lectures, videos, and discussion of management issues, case studies, in-class quizzes, and five exams/tests.

Tests

(40% of total grade) 5 multiple choice or True/False exams will be given.

Case Studies

(15% of total grade) 4 short answer / essay case studies will be assigned. Case studies may require significant readings and will be done individually. Student may consult with their group members but all work must be original! All students within the group will be required to submit their own work. *Cases must be typed and Must use terminology found in the text or used in the course.* Late work will not be accepted.

In-class quizzes

(20% of total grade) There will be in class quizzes randomly given in the course. These quizzes are to be completed individually.

Homework Assignment

(20% of total grade) Homework assignment will be completed. They are due at the beginning of class on the due date.

Attendance

Attendance is expected for all lectures and in class activities. Attendance will be taken every day.

Extra Credit:

Extra credit is *normally not available*. However if opportunities come available, all students will have the same access to the extra credit if so desired.

Missing or Late Assignments:

Late assignments will NOT be accepted. There is NO makeup work allowed for missed assignments.

Changes: The professor reserves the right to improve the materials and requirements at any time, with sufficient warning concerning assessments, exams, and assignments.

Course Schedule Week 1

Chapter 1 – Introducing Organizational Behavior

Chapter 2 - Individual differences

Chapter 3 – Emotion Attitudes and Job Satisfaction

Chapter 4 – Perception

Quiz 1

Week 2

Chapter 5 – Motivational Theories **Chapter 6** – Performance & Rewards **Chapter 7** - Teams in organizations **Chapter 8** - Teamwork and performance

Quiz 2

Week 3

Chapter 9 – Making decisions

Chapter 10 - Conflict & Negotiation

Chapter 11 - Communication & Collaboration

Chapter 12 – Power & Politics

Exam 1

Week 4

Chapter 13 - Leadership

Chapter 14 – Leadership Continued

Chapter 15 - Culture

Chapter 16 -Organizational Structures

Exam 2

Week 5

Chapter 17 – Strategy, Technology, and Organizational Design

Final Exam (Case Study)

Academic Integrity

Academic dishonesty, such as cheating of any kind on examinations, course assignments or projects, plagiarism, misrepresentation and the unauthorized possession of examinations or other course-related materials, is prohibited.

Plagiarism is unacceptable to the college community. Academic work that is submitted by students is assumed to be the result of their own thought, research or self-expression. When students borrow ideas, wording or organization from another source, they are expected to acknowledge that fact in an appropriate manner. Plagiarism is the deliberate use and appropriation of another's work without identifying the source and trying to pass-off such work as the student's own. Any student who fails to give full credit for ideas or materials taken from another has plagiarized.

Students who share their work for the purpose of cheating on class assignments or tests are subject to the same penalties as the student who commits the act of cheating.

When cheating or plagiarism has occurred, instructors may take academic action that ranges from denial of credit for the assignment or a grade of "F" on a specific assignment, examination or project, to the assignment of a grade of "F" for the course.