

Governors State University
College of Business and Public Administration

Course Number & Title: S MGMT 401 ORGANIZATIONAL BEHAVIOR (OBSS95C)

Reference Number: 50643

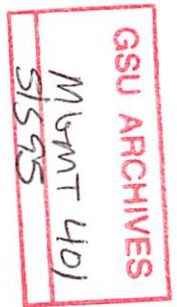
Session: Spring\Summer. 1995

Credit Hours: Three

Instructor: Richard J. Vorwerk, Ph.D.

Phone No.: 708/534-4957 Office No.: C3360

Office Hours: Monday: 5:30 p.m. - 7:30 p.m.
Tuesday: 6:00 p.m. - 6:30 p.m. (Moraine Valley CC, Room A153)
Wednesday: 5:30 p.m. - 7:30 p.m.
Thursday: 6:00 p.m. - 6:30 p.m. (Moraine Valley CC, Room A153)
Other times by appointment.



Catalog Description:

Analyzes the behavior of people in organizations. Discusses organizational motivation, leadership, group behavior, communication, and decision making. This is an extension and intensification of the behavioral portion of MGMT 301, Principles of Management.

Prerequisites: MGMT 301, Principles of Management

Textbook:

Nelson, Debra L. and Quick, James Campbell. Organizational behavior: foundations, realities, and challenges. West, 1994.

Instructional Modality: Correspondence

Expected Student Outcomes:

1. Master ideas, theories and concepts of organizational behavior and be able to discuss behavioral issues in organizations;
2. Enhance ability to learn from experience, to test what is learned against new experience and to extract new learning in a continuing fashion;
3. Develop skills in observing and understanding living and working experiences;
4. Enhance ability to behave effectively in organizational situations.

Written assignments:

You must turn in one completed exercise and one case study. (If you cannot attend the classes, you must turn in one additional exercise and one additional case study for each class that you miss.) Three

exercises and case studies can be found in the study guide which I will give you. Instructions for completing the exercises and case studies can also be found in the study guide.

In addition, you must complete the Individual Written Assignment. Instructions can be found at the end of the study guide.

All assignments must be double-spaced and typed. Do not use folders for your assignments. Simply staple the pages together in the upper left-hand corner.

All assignments should have the following information at the top of the first page:

Name
Address
Telephone No.
Social Security No.
Date

All assignments should be sent to:

Richard J. Vorwerk,
College of Business and Public Administration
Governors State University
University Park, IL 60466.

Tests:

The material to be covered in the three tests can be found in the text. The tests will be comprised of multiple-choice, true-false, and essay questions. See the Class Schedule for the subject matter for each test.

All exams are to be taken at the GSU testing center located in the University's Student Development Office, First floor. If you reside more than 50 miles from Governors State University, call Ms. Geri Padgett at 708/534-4089 to make arrangements to take your examinations. You may, of course, take your examinations on campus.

When you are ready for your exam, follow these directions:

1. Make an appointment by calling 708/534-5000 x5030. AT LEAST two business days prior to the examination.
2. Be prepared to provide the following information:
 - a. your name
 - b. social security number
 - c. the course title and index number
 - d. the term (important for incompletes)
 - e. the exact name and number of the examination.

The Student Development Office will provide you with a date and start time for your exam.

Testing hours: Monday through Thursday - 4:30 p.m. - 7:30 p.m.
Saturday - 8:30 a.m. - 12 noon

I will send you your grade after you take each examination. If you wish to go over your exam, call me.

Grading: Exercise	- 5%	Test 1 - 15%	A: 90 - 100
Case Study	- 5%	Test 2 - 20%	B: 80 - 89
Class Participation	- 20%	Test 3 - 20%	C: 70 - 79
Paper	- 15%		D: 60 - 69

For Persons with Disabilities:

It is the intention of this institution to support full participation of all students, regardless of physical ability level. Therefore, if any student needs consideration of his/her physical abilities in order to complete the course, please notify the instructor as soon as possible.

Course Content:

May 19: Orientation, 6:30 p.m., Room C3330
or

May 20: Orientation, 10:30 a.m., Room C3330

June 10: Suggested: Have taken Exam 1. Material to be covered:

- Chapter 1: Organizational behavior in the 1990s. 3 - 30
- Chapter 2: Organizations 2001 and managerial challenges. 35 -69
- Chapter 3: Personality, perception, and attribution. 77 - 105
- Chapter 4: Attitudes, values, and ethics. 111 - 136
- Chapter 5: Motivation in organizations. 141 - 167
- Chapter 6: Learning and performance management. 171 - 197

Be prepared to answer the following questions after the case studies at the end of chapter 3 (question 2), chapter 4 (question 2), and chapter 6 (question 2).

June 18: First class, 10:30 a.m. - 12:30 p.m. To be held in Room C3330

(You are encouraged to attend the classes; however, if you cannot, complete one extra exercise and one extra case study for each class missed. Statistics from previous classes show that over 95% of those who attend all the classes finish the course.)

June 18: Suggested: Turn in the Exercise you have chosen.

June 30: Suggested: Turn in the required Case Study.

July 15: Suggested: Have taken Exam 2. Material to be covered:

- Chapter 7: Stress and well-being at work, 201-229
- Chapter 8: Communication, 233-262
- Chapter 9: Work groups and teams, 265-293
- Chapter 10: Decision making by individuals and groups, 295-327
- Chapter 11: Power and political behavior, 329-354
- Chapter 12: Leadership and followership, 357-387

Be prepared to answer the following questions after the case studies at the end of chapter 7 (question 3) and chapter 8 (question 2).

July 22: Class, 10:30 a.m. - 12:30 p.m. To be held in Room C3330.

(You are encouraged to attend the classes; however, if you cannot, complete one extra exercise and one extra case study for each class missed. Statistics from previous classes show that over 95% of those who attend all the classes finish the course.)

July 29: Suggested: Turn in the Individual Written Assignment.

Aug. 19: Suggested: Take Exam 3. Material to be covered:

Chapter 13: Conflict at work. 389-420

Chapter 14: Jobs and the design of work. 425-452

Chapter 15: Organizational design and structure. 455-484

Chapter 16: Organizational culture, 487-517

Chapter 17: Career management, 519-547

Chapter 18: Managing change. 549-580

Be prepared to answer the following questions after the case studies at the end of chapter 13 (question 2), chapter 16 (question 3), and chapter 17 (question 1).

Aug. 19: All assignments must be turned in and tests taken.