

ORGANIZATIONAL BEHAVIOR AND WORK

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LEC-115
Monday/Wednesday
2:15 PM - 3:35 PM
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COURSE OVERVIEW

This course provides a comprehensive analysis of individual and group behavior in organizations. Upon completion of this course, students will have an enhanced appreciation and understanding of why people behave the way they do while at work. The assignments, exams, and exercises are all designed to encourage your understanding of and your appreciation for the complexity and practical significance of human behavior at work. This class is suitable for all students, whether or not they are a major or minor.

COURSE DESCRIPTION

Behavior by individuals and groups in the workplace; group and inter-group dynamics; organizational culture, structure, and change; leadership, employee motivation, job performance, and feedback.

COURSE MATERIALS

Organizational Behavior (17th edition) by Robbins & Judge, Pearson
*You will not need the self-assessment access code

LEARNING OBJECTIVES

Labor Studies and Employment Relations Department:

- Analyze the degree to which forms of human difference shape a person's experience of, and perspectives on, work (Goal 6).
- Work productively in teams, in social networks, and on an individual basis (Goal 13).

School of Management and Labor Relations:

- Demonstrate an understanding of how to apply knowledge necessary for effective work performance (Goal VI).
- Demonstrate an ability to interact with and influence others in a professional manner, and to effectively present ideas and recommendations (Goal VII).

COURSE OBJECTIVES

- Understand how organizations work and why people behave as they do in work settings.
- Improve your ability to analyze organizational situations using organizational behavior (OB) theories and concepts.

- Improve your ability to create and maintain healthy and productive work environments.

COURSE GRADE

Grade	Score	Definition	Numerical Equivalent
A	90.0 - 100	Outstanding	4.0
B+	85.0 - 89.9	Great	3.5
B	80.0 – 84.9	Good	3.0
C+	75.0 – 79.9	Satisfactory	2.5
C	70.0 - 74.9	Fair	2.0
D	60.0 - 69.9	Poor	1.0
F	0 - 59.4	Failing	0.0

Your course grade will be determined using the following components:

1) Exams (40%; 20% each):

You will take a midterm and a final exam. Both are in-class exams. The exams consist of 30 multiple choice, true-false, and short-answer questions. You may not use any electronic tools during exams, including phones, tablets, and calculators.

2) Assignments (20%):

Assignments are short questions and are offered in Sakai. There will be an assignment each week, and each assignment is due before midnight on Friday. Your grade for a late assignment will be lowered by 20% for each day past its due date. The purpose of the assignments is to give you an opportunity to prepare for class discussion.

3) Class participation (20%):

To make valuable contributions to the class, it is essential for all students to prepare for and participate actively in each class. Absences may affect your participation grade.

4) Presentation (20%):

Class members will work in teams of about 3 people. The purpose of the team presentation is to give your team an opportunity to apply what has been learned in the course to the strengths and problems in an organization of your team's choice. Students are encouraged to choose an organization from the lists below:

- 24/7 Wall St. 10 Worst Companies to Work for:
<http://247wallst.com/special-report/2016/06/10/the-worst-companies-to-work-for-2/>

Presentations should be between 20 and 30 minutes. Your team may want to answer the following questions in the presentation.

- What are the strengths and weaknesses of the organization?
- What course concepts can be applied to understand the strengths and/or weaknesses?
- What are the issues or problems facing the organization?
- What recommendations can you offer to help improve organizational functioning?

The team should upload its project proposal on Sakai before midnight on Feb 6th. Please include: a) the names of your group members, b) your team name, c) preferred presentation date, and d) the name of the organization. Presentation dates will be assigned on a first come, first choice basis. The presentation slides should be posted on Sakai at least a day before your presentation.

The team presentation process itself is the part of the curriculum. You will learn how to work with others and experience team dynamics. An infrequent problem associated with group projects is a free rider. If there is evidence to support that someone has not carried his/her fair share for any reason, I will reduce that person's grade to as low as a 0.

COURSE SCHEDULE

Week	Date	Topic	Textbook	Presentation
Week 1	1/18	Course Overview		
Week 2	1/23	Thought of Work		
	1/25	Organizational Behavior	Ch. 1	
Week 3	1/30	Attitudes and Job Satisfaction	Ch. 3	
	2/1	Emotions and Moods	Ch. 4	
Week 4	2/6	Personality and Values	Ch. 5	Proposal due
	2/8	Perception and Individual Decision Making	Ch. 6	
Week 5	2/13	Motivation: Concepts	Ch. 7	
	2/15	Motivation: Concepts	Ch. 7	Presentation 1

Week 6	2/20	Motivation: Applications	Ch. 8	
	2/22	Motivation: Applications	Ch. 8	Presentation 2
Week 7	2/27	Diversity	Ch. 2	
	3/1	Diversity		Presentation 3
Week 8	3/6	Exam #1		
	3/8			
Week 9	3/13	Spring Recess		
	3/15	Spring Recess		
Week 10	3/20	Leadership	Ch. 12	
	3/22	Leadership		Presentation 4
Week 11	3/27	Power and Politics	Ch. 13	
	4/1	Power and Politics		Presentation 5
Week 12	4/6	Conflict and Negotiation	Ch. 14	
	4/8	Conflict and Negotiation		Presentation 6
Week 13	4/13	Organization Structure	Ch. 15	
	4/15	Organization Structure		Presentation 7
Week 14	4/20	Culture	Ch. 16	
	4/22	Culture		Presentation 8
Week 15	4/27	Human Resource Policies and Practices	Ch. 17	
	4/29	Review		
Week 16	5/3	Reading days		
	5/5	Exam #2		

POLICIES

Email

Unless you receive advance notification, your instructor will check for email messages daily on most workdays. If a student sends a comment or question, your instructor will try to answer the email within 24 hours. It is the responsibility of the student to check for incoming course-related messages everyday. Email messages are sent to the student's default email address for the course. Forgetting or being unable to check your email is not an excuse.

Attendance

Students are expected to attend all classes. Classes are held according to the course schedule, as long as the University is open. If the weather appears to be threatening, you can check the Campus Operating Status (<http://newbrunswick.rutgers.edu/status>).

If you anticipate missing more than three classes for serious illness or confidential or sensitive personal reasons, you should consult with the New Brunswick Dean of Students (<http://deanofstudents.rutgers.edu>).

Things Happen

Because "things happen," it is a best practice not to wait until the last minute to submit an assignment. Technical problems are not an excuse.

Extra Credit

No extra credit assignments will be offered at the end of the semester.

Academic Integrity

Students are expected to observe all Rutgers policies regarding student conduct and academic integrity. Please see https://slwordpress.rutgers.edu/academicintegrity/wp-content/uploads/sites/41/2014/11/AI_Policy_2013.pdf for details regarding the Academic Integrity Policy.

Students with Disabilities

Students with disabilities will be accommodated according to university policies and procedures. Please see the Office of Disability Services for Students online (<https://ods.rutgers.edu>) for more information.