****

***MGT 210 – Organizational Behavior***

*Spring 2021*

*Syllabus*

**Instructor**: Berry Kwock

**Title:** Associate Professor

**Office:**

**Phone:**

**E-Mail**: berry.kwock@vaughn.edu

**Office Hours:** 9:00pm to 9:30pm China Time Sunday evenings by appointment. Email to me your available times

**Course Description**

As individuals, we have spent most of our lives in organizations (from schools, and sport and communities’ activities). Our work life will also involve working in and for organizations and, very likely at some point, (for some of you) creating your own business enterprise and /or a service organization to help your community.

The purpose of this course is to help you understand how people and organization’s function, based on the latest social science research on work, workers, and organizations. Topics include: motivation, morale, leadership effectiveness, interpersonal dynamics and communications.

Credits: 3

Grading System: Letter Grade

**Prerequisites**

* MGT 110

**Course Objectives**

After successful completion of this course, students will understand:

* Terminology associated with organizational behavior
* The systems approach as applied to human and organizational behavior
* How workers and managers influence individual and group motivation and behavior
* The impact of diversity and globalization issues facing organizations
* Related topics such as leadership and the use of teams in organizations
* Organizational structure, organizational culture and managing change

**Course Outcomes**

After successful completion of this course, students will have the ability to:

* Apply management skills and awareness of organizational behavior
* Relate learnings to real life business situations and interactions.
* Be more proficient communicators, both in oral and written communication skills
* Apply the learning objectives listed for each session of the course

**Course Requirements**

All assignments are based on comprehension and utilization of concepts and their applications incorporated in the assigned material. Those concepts and applications are represented by key terms, which are printed on darker backgrounds at the left side of the textbook’s pages.

Grades for assignments are based not only on the completion of the assignment and quality of work produced. The higher the quality of skills and abilities demonstrated in areas such as expression and depth of thought, organization, writing, research, reporting, and observation, the higher the grade given to the assignment. All written assignments will be completed using the style guide.

**Team Project Written Assignment**

Team Paper on Myth or Science topic “Powerful Leaders Keep Their (Fr)Enemies Close” at page 453.

***Team Paper due on or before June 20.***

1. Divide into paired teams of five students each.
2. Read two articles on frememies—the first on the notion of China as a frenemy of the United States, and the second on the frenemy aspect of college rivalries.
* Go to Forbes, “Frenemy China Helping American Job Market” <http://www.forbes.com/sites/kenrapoza/2013/05/03/frenemy-china-helping-american-job-market/>
* Go to Forbes, “Collene Frenemies Real Rivalry or Just Friendly Competition” <http://www.forbes.com/sites/specialfeatures/2013/07/29/college-frenemies-real-rivalry-or-just-friendly-competition/>
1. Using these articles as a starting point, ask members of your team to develop an argument on the benefits and drawbacks of having frenemies.
2. Present your ideas in a Team Paper and submit it as a written Assignment onto D2L. The Submission should be no more than 1 double-spaced page on an unzipped word document. In your Submission paper, list the name and student identification number of each team member.

**Weekly Chapter Reviews and Quizzes**

Prior to class every week, you are to review and answer for yourself the **“Question for Review”** at end of each Chapter. These questions will be the basis for a quizzes in accordance with the Course Schedule set out below.

**Examinations**

The Midterm Exam and Final Exam questions will focus on broad terms and concepts covered in the text, course readings, and discussions. Emphasis will be on the application of concepts and theories learned.

**Required Text(s)**

|  |  |
| --- | --- |
| TEXTBOOK | Organizational Behavior, 18th Ed., 2019. 2017,2015 |
| ISBN: | 978-0-13-472932-9 |
| Author(s): | Robbins, Stephen P and Judge, Timothy A. |
| Publisher: | Pearson Education, Inc or its Affiliates |

**Additional Reading List**

Articles as directed by the instructor.

**Grading Policy**

The student's grade will be determined as follows:

|  |  |  |
| --- | --- | --- |
| **Assignment** | **Due Date** | **Percentage** |
| Team Written Assignments | June 20, 2021 | 25% |
| Questions for Review and Quizzes  | Weekly | 25% |
| Midterm | TBD | 25% |
| Final | TBA | 25% |
|  | **TOTAL** | **100%** |

**Grading Scale**

|  |  |  |
| --- | --- | --- |
| **Grade** | **Numeric Value** | **Standard** |
|  A | 90-100 | Excellent |
|  B+ | 85-89 |  |
|  B | 80-84 | Good |
|  C+ | 75-79 |  |
|  C | 70-74 | Average |
|  D\*\* | 60-69 | Min. Passing |
|  F | Below 60 | Failure |

\*\*For Aviation Training Institute students, minimum passing grade

for all courses in the airframe and powerplant curriculum is a “C”.

**Incomplete Grades**

Requests for Incomplete grades must be made in writing before the course ends, and after the mid-term has been passed.

**Changes to the Syllabus**

*The Instructor* reserves the right to modify this syllabus at any time. Such changes will be announced during class meetings. You are responsible for ensuring that your syllabus is current.

**Course Schedule**

**\*Course Schedule is subject to change**

| **Week Begins** | **Topics and Chapters** | **Individual and Team Assignments** | **Questions for Review and Quizzes** |
| --- | --- | --- | --- |
| **April 5****Lecture Sunday April 11****6:30pm to 9:30pm** | 1.What is Organizational Behavior?2.Diversity in Organizations | For the Team Paper on Myth or Science topic “Powerful Leaders Keep Their (Fr)Enemies Close” at page 453:1. Form Teams of 5 members
2. Tell your Class Representative
	1. The names and student identification number of each team member, and
	2. The name of the team leader of your Team
 | **“Question for Review”** at Chapters 1 and 2 for Review and Quiz |
| **April 12****Lecture Sunday April 18****6:30pm to 9:30pm** | 3. Attitudes and Job Satisfaction4.Emotions and Moods | Quiz on **“Question for Review”** at Chapters 1, 2, and 3  | **“Question for Review”** at Chapters 3 and 4 for Review and Quiz |
| **April 19****Lecture Sunday April 25****6:30pm to 9:30pm** | 5.Personality and Values6.Perception and Individual Decision Making | Quiz on **“Question for Review”** at Chapters 4, 5, and 6 | **“Question for Review”** at Chapters 5 and 6 for Review and Quiz |
| **April 26****Lecture Sunday May 2****6:30pm to 9:30pm** | 7.Motivation Concepts8.Motivation: From Concept to Application9.Foundation of Group Behavior | Quiz on **“Question for Review”** at Chapters 7, 8. And 9 | **“Question for Review”** at Chapters 7, 8 and 9 for Review and Quiz |
| **May 3****Lecture Sunday May 9****6:30pm to 9:30pm** |  | . MIDTERM Exam. | None |
| **May 10****Lecture Sunday May 16****6:30pm to 9:30pm** | 10.Understanding Work Teams11.Communications |  | **“Question for Review”** at Chapters 10 and 11 for Review and Quiz |
| **May 17****Lecture Sunday May 23****6:30pm to 9:30pm** | 12.Leadership13.. Power & Politics  | Quiz on **“Question for Review”** at Chapters 10,11, and 12Begin Team Paper on Myth or Science topic “Powerful Leaders Keep Their (Fr)Enemies Close” at page 453.***Team Paper due on or before June 20.***1. Divide into paired teams of five students each.
2. Read two articles on frememies—the first on the notion of China as a frenemy of the United States, and the second on the frenemy aspect of college rivalries.
* Go to Forbes, “Frenemy China Helping American Job Market” <http://www.forbes.com/sites/kenrapoza/2013/05/03/frenemy-china-helping-american-job-market/>
* Go to Forbes, “Collene Frenemies Real Rivalry or Just Friendly Competition” <http://www.forbes.com/sites/specialfeatures/2013/07/29/college-frenemies-real-rivalry-or-just-friendly-competition/>
1. Using these articles as a starting point, ask members of your team to develop an argument on the benefits and drawbacks of having frenemies.
2. Present your ideas in a Team Paper and submit it as a written Assignment onto D2L. The Submission should be no more than 1 double-spaced page on an unzipped word document. In your Submission paper, list the name and student identification number of each team member.
 | **“Question for Review”** at Chapter12 and 13 for Review and Quiz |
| **May 24****Lecture Sunday May 30****6:30pm to 9:30pm** | 14.Conflict and Negotiation |  | **“Question for Review”** at Chapter 14 for Review and Quiz |
| **May 31****Lecture Sunday June 6****6:30pm to 9:30pm** | 15.Foundations of Organizational Structure |  | **“Question for Review”** at Chapter 15 for Review and Quiz |
| **June 7****Lecture Sunday June 13****6:30pm to 9:30pm** | 16.Organizational Culture | Quiz on **“Question for Review”** at Chapters 13, 14, 15, and 16 | **“Question for Review”** at Chapter 16 for Review and Quiz |
| **June 14****Lecture Sunday June 20****6:30pm to 9:30pm** | 17.Human Resource Policies and Practices18.Organizational Change and Stress Management | ***Team Paper due on or before June 20.***FINAL Exam. | None |
| **June 21** | Make up Assignments, Quizzes and Exams |  |  |