



**MOS 2181A
ORGANIZATIONAL BEHAVIOUR
FOR MANAGEMENT AND ORGANIZATIONAL STUDIES**

Section 530

Class Schedule **Section 530: Wednesday 3:30 am - 6:30 pm, Room: BR-SJH135**

Professor: **Dr. Tony Francolini**
Email: afranco2@uwo.ca
Office: Room: BR-SJH301D
Office Hours: Wednesday 6:30 – 7:30 pm,
 Thursday 8:30 – 10:30 am

Course Description

No matter your chosen profession, the majority of your working days will be spent interacting with people. This course will provide skills that will make these interactions more effective.

This course introduces the students to the study of organizational behaviour – the study of individual, group, and organizational behaviours in an organizational setting. Students will examine such topics as personality, learning, perception, attribution, judgment, values, motivation, socialization, teamwork, communication, leadership, decision-making, conflict, stress, and change management.

Req'd Textbook: Johns, G., & Saks, A. M. (2011). **Organizational Behaviour: Understanding and Managing Life at Work**, 10th ed. Prentice Hall.

- Alternative: 9th ed text (used bookstore) or
- Alternative: online edition @ vitalsource.com

Prerequisites: **None**



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Primary Course Objectives

1. To provide an overview of the influential theoretical perspectives and research findings in the field of organizational behaviour; (*Communications, Critical Thinking, Information Literacy, Inquiry & Analysis*)
2. To offer a set of conceptual frameworks, methodological approaches, and analytical skills which are useful in increasing our understanding of human behaviour in organizations; (*Critical Thinking, Information Literacy, Inquiry & Analysis*)
3. To provide opportunities to practice the use of these conceptual frameworks through their application to organizational problems; (*Critical Thinking, Inquiry & Analysis, Problem Solving, Self Awareness & Development, Valuing*)
4. To challenge the student to think analytically and creatively about significant issues facing organizational stakeholders now and in the future (*Critical Thinking, Inquiry & Analysis, Problem Solving, Self Awareness & Development, Valuing*)
5. This course goal is to assist students in their progress through four levels of competency that govern how successfully we interact with others in an organizational setting. (*Self-Awareness & Development, Valuing*)
 - **Awareness:** Aware managers understand that every individual, group, or organization is a unique actor (e.g., values, beliefs, attitudes, and behaviours) formed from a different combination of conditioning (e.g., experiences, socialization, contexts).
 - **Acceptance:** Accepting managers do not judge others as being deficient based on these differences. Rather, accepting managers understand that an actor's uniqueness may provide potential value that can be utilized by placing the actor in a context which best evokes their strengths while not evoking their weaknesses.
 - **Appetite:** Inquisitive managers seek out and learn OB/HR research which will help them develop conceptual frameworks, analytical skills, and forms of management that may be useful in managing an actor's behaviour in organizations.
 - **Flexibility:** Flexible managers will be able to assess the characteristics of the actors and context with whom they are engaging. These flexible managers will be adept at practicing the different conceptual frameworks, skills, forms of management that may provide a competitive advantage.



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STUDENT EVALUATION

Weekly Quizzes (10 x 2%)	To determine a student's comprehension and preparation of the textbook material, students will complete weekly online multiple-choice quizzes. Students will access an online quiz located in OWL. Students will have a limited time to complete the quiz once it has been accessed.	<ul style="list-style-type: none">• Critical Thinking,• Information Literacy
Case Assignments (2 x 5%)	To determine that student's comprehension of the broader conceptual lessons being communicated in class, students will prepare two case studies each term. These cases will be prepared prior to the class in which the topic is covered. In these 500-word essays, students will demonstrate their assessment skills, their problem solving skills, and their overall understanding of a topic's contents.	<ul style="list-style-type: none">• Critical Thinking• Inquiry & Analysis• Problem Solving• Self-Awareness & Development• Valuing
Mid-Term (1 x 30%)	Students will write a 3-hour exam covering the contents covered in Module 1. This in-class exam will include multiple-choice, short-answer, and essay questions.	
Current Events (1 x 10%)	To determine that the student can translate the academic material to real life contexts, students will prepare a 1000-word essay that explains how OB's lessons are relevant to an event that has been reported upon in a reputable news source. (Competency: Communications, Interpersonal Communications, Critical Thinking)	<ul style="list-style-type: none">• Critical Thinking• Inquiry & Analysis• Problem Solving• Self-Awareness & Development• Valuing
Final-Exam (1 x 30%)	Students will write a 3-hour exam covering the contents covered in Module 2. This exam will include multiple-choice, short-answer, and essay questions.	

Course Drop Deadline & Grading: 5 of the 10 of the weekly quizzes and 1 case assignment will be completed and graded prior to the course drop deadline. Combined these items represent 15% of the course grade. The mid-term exam will also be written (but not potentially graded) prior to the course drop deadline.

Late Penalties: Late Case Assignments that are not accompanied by academic accommodations will not be graded. Late Current Event essays will be docked 5% per day they are late.



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WEEKLY SCHEDULE:

MODULE #1- Introduction & Individual Behaviour			Sec 530
Wk 1	Overview of Organizational Behaviour	Ch 1	14-Sep
Wk 2	Personality & Learning	Ch 2	21-Sep
Wk 3	Perception, Attribution, & Judgment of Others	Ch 3	28-Sep
Wk 4	Values, Attitudes, & Work Behaviour	Ch 4	5-Oct
Wk 5	Motivation & Motivations at Work	Ch 5 & 6	12-Oct
Wk 6	Groups and Teamwork	Ch 7	19-Oct
Wk 7	<i>Exam 1 – Weeks 1-6</i>		26-Oct

MODULE #2 - Social Behaviour & Organizational Processes			Sec 530
Wk 8	Social Influence, Socialization, and Culture	Ch 8	2-Nov
Wk 9	Leadership, Power, Politics	Ch 9 & 12	09-Nov
Wk 10	Communication & Conflict & Stress	Ch 10 & 13	16-Nov
Wk 11	Decision Making & Ethics	Ch 11	23-Nov
Wk 12	Change, Development & Innovation	Ch 15	30-Nov
	<i>Exam 2 - Wks 8 -12</i>		TBA

PARTICIPATION

Participation by students is a cornerstone of an effective learning experience. Active class involvement increases assimilation of material and stimulates the level of class discussion. While not specifically graded, in-class and on-line participation – and by extension attendance – is expected. Students are expected to contribute to the topic-at-hand by asking questions, volunteering answers, developing an argument, critiquing ideas constructively, and/or advancing the discussion to a new level. (Competencies: Communications, Critical Thinking, Interpersonal Communications, Self-Awareness & Development, Valuing)



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**2016-17 BRESCIA UNIVERSITY COLLEGE
ACADEMIC POLICIES AND REGULATIONS**

1. POLICY REGARDING MAKEUP EXAMS AND EXTENSIONS OF DEADLINES

When a student requests academic accommodation (e.g., extension of a deadline, a makeup exam) for work representing 10% or more of the student's overall grade in the course, it is the responsibility of the student to provide acceptable documentation to support a medical or compassionate claim. All such requests for academic accommodation **must** be made through an Academic Advisor and include supporting documentation. Academic accommodation for illness will be granted only if the documentation indicates that the onset, duration and severity of the illness are such that the student could not reasonably be expected to complete her academic responsibilities. Minor ailments typically treated by over-the-counter medications will not normally be accommodated. Documentation shall be submitted as soon as possible to the student's Academic Advisor indicating the period of illness and when the student should be able to resume academic responsibilities. Students must submit their documentation along with a request for relief specifying the nature of the accommodation being requested no later than two business days after the date specified for resuming responsibilities. Appropriate academic accommodation will be determined by the Dean's Office in consultation with the student's instructor(s). Please note that personal commitments (e.g., vacation flight bookings, work schedule) which conflict with a scheduled test, exam or course requirement are **not** grounds for academic accommodation.

A UWO Student Medical Certificate (SMC) is **required** if a student is seeking academic accommodation on medical grounds. This documentation should be obtained at the time of the initial consultation with the physician/nurse practitioner or walk-in clinic. A SMC can be downloaded from: <http://www.westerncalendar.uwo.ca/2016/pg117.html> The student must request documentation sufficient to demonstrate that her ability to meet academic responsibilities was seriously affected. Please note that under University Senate regulations documentation stating simply that the student "was seen for a medical reason" or "was ill" is **not** adequate to support a request for academic accommodation.

Whenever possible, requests for academic accommodation should be initiated in advance of due dates, examination dates, etc. Students must follow up with their professors and Academic Advisor in a timely manner.

The full policy on requesting accommodation due to illness can be viewed at:
http://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_illness.pdf

2. ACADEMIC CONCERNS

If you feel that you have a medical or personal problem that is interfering with your work, contact your instructor and Academic Advisor as soon as possible. Problems may then be documented and possible arrangements to assist you can be discussed at the time of occurrence rather than on a retroactive basis. Retroactive requests for academic accommodation on medical or compassionate grounds may not be considered.

If you think that you are too far behind to catch up or that your work load is not manageable, you should consult an Academic Advisor. If you consider reducing your workload by dropping one or more courses, this must be done by the appropriate deadlines (refer to the Registrar's website, www.registrar.uwo.ca, for official dates). You should consult with the course instructor and the Academic Advisor who can help you consider alternatives to dropping one or more courses. *Note that dropping a course may affect OSAP eligibility and/or Entrance Scholarship eligibility.*



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The Dean may refuse permission to write the final examination in a course if the student has failed to maintain satisfactory academic standing throughout the year or for too frequent absence from the class or laboratory (<http://www.westerncalendar.uwo.ca/2016/pg130.html>)

3. ABSENCES

Short Absences: If you miss a class due to a minor illness or other problems, check your course outline for information regarding attendance requirements and make sure you are not missing a test or assignment. Cover any readings and arrange to borrow notes from a classmate. Contact the course instructor if you have any questions.

Extended Absences: If you have an extended absence, you should contact the course instructor and an Academic Advisor. Your course instructor and Academic Advisor can discuss ways for you to catch up on missed work and arrange academic accommodations, if appropriate.

4. POLICY ON CHEATING & ACADEMIC MISCONDUCT

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site:
<http://www.westerncalendar.uwo.ca/2016/pg113.html>

Students are responsible for understanding the nature of and avoiding the occurrence of plagiarism and other academic offences. Students are urged to read the section on Scholastic Offences in the Academic Calendar. Note that such offences include plagiarism, cheating on an examination, submitting false or fraudulent assignments or credentials, impersonating a candidate, or submitting for credit in any course without the knowledge and approval of the instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course in the University or elsewhere. Students are advised to consult the section on Academic Misconduct in the Western Academic Calendar.

If you are in doubt about whether what you are doing is inappropriate or not, consult your instructor, the Student Services Centre, or the Registrar. A claim that "you didn't know it was wrong" is not accepted as an excuse.

The penalties for a student guilty of a scholastic offence (including plagiarism) include refusal of a passing grade in the assignment, refusal of a passing grade in the course, suspension from the University, and expulsion from the University.

Plagiarism:

Students must write their essays and assignments in their own words. Whenever students take an idea or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence (see Scholastic Offence Policy in the Western Academic Calendar).

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com.

Computer-marked Tests/exams:

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating. Software



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currently in use to score computer-marked multiple-choice tests and exams performs a similarity review as part of standard exam analysis.

5. PROCEDURES FOR APPEALING ACADEMIC EVALUATIONS

All appeals of a grade must be directed first to the course instructor. If the student is not satisfied with the decision of the course instructor, a written appeal signed by the student must be sent to the Department Chair. If the response of the department is considered unsatisfactory to the student, she may then submit a signed, written appeal to the Office of the Dean. Only after receiving a final decision from the Dean may a student appeal to the Senate Review Board Academic. A Guide to Appeals is available from the Ombudsperson's Office, or you can consult an Academic Advisor. Students are advised to consult the section on Student Academic Appeals under Academic Rights and Responsibilities in the Western Academic Calendar (<http://www.westerncalendar.uwo.ca/2016/pg112.html>)

6. PREREQUISITES AND ANTIREQUISITES

Unless you have either the prerequisites for a course or written special permission from your Dean to enroll in it, you will be removed from the course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisite(s).

Similarly, you will also be deleted from a class list if you have previously taken an antirequisite course unless this has the approval of the Dean. These decisions may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course because you have taken an antirequisite course.

7. SUPPORT SERVICES

The Brescia University College Registrar's website, with a link to Academic Advisors, is at <http://brescia.uwo.ca/academics/registrar-services/> . The website for the Student Development Centre at Western is at <http://www.sdc.uwo.ca/> . Students who are in emotional/mental distress should refer to Mental Health @ Western http://uwo.ca/health/mental_wellbeing/ for information including a complete list of options about how to obtain help.

Portions of this document were taken from the Academic Calendar, the Handbook of Academic and Scholarship Policy and the Academic Handbook of Senate Regulations. This document is a summary of relevant regulations and does not supersede the academic policies and regulations of the Senate of the University of Western Ontario.