Course Syllabus

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MGMT 3353 ON

Organizational Behavior

Course Description

The management of behavior within the business organization. Emphasis on integrating management theory with recent developments in the behavioral sciences.

This course is designed to provide an interactive learning experience using blogs, case analyses, and self-assessment activities to explore the following topics:

- Organizational Behavior
- Diversity in Organizations
- Attitudes and Job Satisfaction
- Emotions and Moods
- Personality and Values
- Perception and Individual Decision Making
- Motivation
- Foundations of Group Behavior
- Work Teams
- Communication
- Leadership
- Power and Politics
- Conflict and Negotiation
- Foundations of Organizational Structure
- Organizational Culture
- Human Resource Policies and Practices
- Organizational Change and Stress Management

Course Prerequisites

There are no prerequisites for this course.

Required Materials

Colquitt, J.A., Lepine, J.A., and Wesson, M. J. (2019). Organizational behavior: Improving performance and commitment in the workplace. (6th ed.). New York, NY: McGraw-Hill Education.

ISBN-13: 978-1-259-92766-9
ISBN-10: 1259927660

Companion Website: **http://www.mhhe.com**   **(http://www.mhhe.com)**

Accreditation

Southern Wesleyan University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate, baccalaureate, and masters degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097 or call 404-679-4500 for questions about the accreditation of Southern Wesleyan University.

Program Learning Outcomes:

Students completing the Bachelor of Science (BS) in Business Administration are expected to:

- **Business Communication:** Become effective in both oral and written communication.
- **Teamwork and Collaboration**: Demonstrate leadership in effective collaboration, interacting and contributing as a team member to meet stated goals.
- **Social and Corporate Responsibility:** Exercise the ability to articulate the impact of corporate social responsibility for business and society.
- **Ethics and Christian Servant Leadership:** Model a clear perception of business ethics based on Christian principles and utilize leadership skills that reflect Christian servant leadership principles.
- **Problem-Solving and Decision Making:** Apply critical thinking skills to identify and solve problems using various analytical tools and technology.

Course Learning Outcomes

CLO#1	Identify multidisciplinary fields that contribute to the study of organizational behavior.
CLO#2	Identify multidisciplinary fields that contribute to the study of organizational behavior.

CLO#3	Understand how counterproductive behaviors hinder organizational and personal goals.
CLO#4	Examine the value-precept theory of job satisfaction.
CLO#5	Explain the effects and coping techniques of stress.
CLO#6	Develop and/or improve communication with others.
CLO#7	Describe leadership styles and techniques that enhance or inhibit performance.

Course Learning Assignments and Assessments

Grading

Book Report	25%
Discussion Forums	15%
Exams (2)	20%
Individual Homework	20%
Learning Team Assignments	10%
Individual Case Study Analysis	10%
Total	**100%**

Book Report – 25%

Each student will choose a book from the *OB At the Bookstore* in the textbook to read and do a written book report due in Session Six. Other book selections will be added by the faculty member when necessary. Based on a first-come first-served basis, each student will choose and receive faculty approval of the book selected in session one. Each student must select a different book. The books are related to an organizational behavior topic, and the paper will analyze the behavior and its effect on

organization. At least four other current (not more than two years old) scholarly research sources must be included, and a list of potential sources available in the SWU Library is provided. The paper will be 8-10 pages in length and follow APA guidelines complete with a separate cover page and reference page. One inch margins must be used, and the paper must be written in the third person and double spaced. Each student will integrate biblical principles in the context of the topic selected.

Discussion Forums – 15%

Each student is expected to complete the assigned Discussion Forum for each session. An original post must be made by specified time and date, and each student must also respond to the posts of at least two other students. Each student should draw heavily on his or her own experiences related to OB as well as integrate biblical perspectives in all discussions.

Exams (2) – 20%

This course requires each student to complete two online exams in Canvas. The first exam covers Ch. 1-9 and will be taken in Session Three. The second exam covers Ch. 10-16 and will be taken in Session Six. Exams are timed providing 60 minutes per exam. Once the exam is started, students will be allowed one attempt to complete each exam comprised of multiple choice, true/false, and/or short essay questions.

Individual Homework – 20%

Weekly homework assignments include reading the text, writing short papers addressing discussion questions, OB assessments, and case studies. In order to receive credit, homework assignments must be submitted in Canvas prior to the designated due date/time. Integrate biblical perspectives that are pertinent to issues discussed in the session.

Learning Team Assignments – 10%

Learning Teams will be assigned one case from the text in Session Two and one video in Session Five. The team will submit a one page paper analyzing the behavior. Active participation is expected.

Individual Case Study Analysis – 10%

Each student will analyze a case study in Session Four and address the overall organizational behavior in a one page paper. Offer suggestions, alternatives, and integrate a biblical perspective.

GRADE EQUIVALENCY TABLE

All grades are reported in a system of eleven letter grades designated as "A" through "F" with appropriate plus and minus additions reflecting the following scheme:

Percentage Value	Letter Grade	Numeric Value for GPA
93-100	A	4.0
90-92	A-	3.7
86-89	B+	3.4
83-85	B	3.0
80-82	B-	2.7
76-79	C+	2.4
73-75	C	2.0
70-72	C-	1.7
65-69	D+	1.4
60-64	D	1.0
<60	F	0.0

Course Policies

Attendance Policy

Regular attendance is a key to success in the course. Please refer to the Attendance Policy outlined in the Catalog for full details of the SWU policy on attendance.

Online attendance is based on completion of at least one designated assignment by the due date/time posted within the course site for each session. Online activities may include lecture, assignments, readings, discussion forums, and assessments (e.g. quizzes, tests).

Late Assignment Policy

Assignments

Meeting assigned due dates is critical for demonstrating progress and ensuring appropriate time for instructor feedback on assignments. Students are expected to submit their assignments on or before the due date. Assignments are due by midnight on the days specified. Students can expect a 20% reduction of their grade for each day an assignment is late. Students who submit assignments more than four days late will receive a grade of zero on the assignment.

In the case of extenuating circumstances (such as hospitalization, child birth, major accident, injury or bereavement), it is the responsibility of students to contact the instructor as soon as practicable. The instructor may waive the late penalty if the circumstances are justified.

Students must submit final course assignments no later than the last day of the term. No assignments are accepted after the last day of the term.

Discussions

Students must submit discussion board postings during the time frame indicated. Discussion board submissions will not be accepted for credit after the deadline.

Communication

The course site (Canvas) and SWU email are the primary tools for class communication, assignments, handouts, etc. All participants must have access to the course site and SWU e-mail and are expected to access them on a daily basis.

While it is important to maintain good communication with the instructor, Internet connectivity problems and home computer problems are not considered adequate excuses for missing assigned class work.

Technology Requirements

To be successful in this course, all participants are expected to ensure their technology equipment meets the **recommendations** **(https://www.swu.edu/online/computer-requirements/)** provided by SWU's Technology Services.

Students requiring technical support related to their courses or other SWU-provided technologies should send an e-mail to helpdesk@swu.edu or call 864.644.5050.

Academic Honesty

Honesty in all matters - including honesty in academic endeavors - is a valued principle at Southern Wesleyan University. It is the expectation of the university that all those joining the academic program will act with integrity in all matters.

No forms of academic dishonesty will be tolerated. Students are encouraged to help each other maintain these high standards. All academic dishonesty should be reported to the faculty directly. Faculty, upon evidence of academic dishonesty (cheating, plagiarism, or misuse of another's intellectual property), either by voluntary confession, report of another student, or on the basis of work submitted, must follow he procedure outlined in the Catalog (under *Academic Honesty*). This includes but is not limited to a zero for the work involved, 10% course grade reduction, or a failing grade for the course. Unresolved cases may be appealed using the Appeal Process outlined in the Catalog (under *Academic Honesty*).

Accommodations for Students with Disabilities

Southern Wesleyan University provides a variety of services for students with documented learning disabilities on a case-by-case basis. To qualify for services, students must contact Dr. Tonya Strickland at **tstrickland@swu.edu** **(mailto:tstrickland@swu.edu)** (864-506-1467) or Cindy Trimmier-Lee at **ctrimmierlee@swu.edu** **(mailto:ctrimmierlee@swu.edu)** (864-644-5137).

Students can be assured of reasonable academic accommodations based on appropriate documentation as well as confidentiality in all matters of documentation and educational record. Southern Wesleyan University is committed to creating a learning environment that meets the needs of its diverse student body without barriers to learning.

Tutoring, Writing Coaches, and Success Coaches

Peer tutoring is available for many SWU courses by advance appointment in the Student Success Center (2nd floor of Rickman Library in 225) or online. Drop-in appointments are also welcome as available.

Peer writing coaches are available in the Writing Center (inside the Student Success Center) or online by advance appointment. Students can submit their writing for review ahead of time. Drop-in appointments are also welcome as available.

Success coaches, who help with academic skills and connection to the SWU community, are also available in the Student Success Center by advance appointment. Drop-in appointments are also welcome as available.

Sign up here: **swu.mywconline.com** **(https://swu.mywconline.com/)**

Course Summary:

Date	Details	Due
	📝 **"10 Ways to Motivate Employees"** **(https://swu.instructure.com/courses/1823120/assignments/9119292)**	

Date	Details	Due

📝 **Book Report**
(https://swu.instructure.com/courses/1823120/assignments/9119304)

📝 **Book Report Summary**
(https://swu.instructure.com/courses/1823120/assignments/9119293)

📝 **Decision-Making Biases**
(https://swu.instructure.com/courses/1823120/assignments/9119298)

📝 **Discussion Forum 1: What is Organizational Behavior?**
(https://swu.instructure.com/courses/1823120/assignments/9119297)

📝 **Discussion Forum 4: Ability**
(https://swu.instructure.com/courses/1823120/assignments/9119300)

📝 **Discussion Forum 5 - Team Characteristics and Diversity**
(https://swu.instructure.com/courses/1823120/assignments/9119295)

📝 **Discussion Forum 6: "Zappos Embraces Holacracy"**
(https://swu.instructure.com/courses/1823120/assignments/9119291)

📝 **Exam 1 - Ch. 1-8**
(https://swu.instructure.com/courses/1823120/assignments/9119283)

📝 **Exam 2 -Ch. 10-16**
(https://swu.instructure.com/courses/1823120/assignments/9119284)

📝 **Individual Case Study Analysis**
(https://swu.instructure.com/courses/1823120/assignments/9119305)

📝 **Individual Homework Five**
(https://swu.instructure.com/courses/1823120/assignments/9119307)

📝 **Individual Homework Four**
(https://swu.instructure.com/courses/1823120/assignments/9119308)

📝 **Individual Homework One**
(https://swu.instructure.com/courses/1823120/assignments/9119309)

Date	Details	Due

📝 **Individual Homework Seven**
(https://swu.instructure.com/courses/1823120/assignments/10000475)

📝 **Individual Homework Six**
(https://swu.instructure.com/courses/1823120/assignments/9773845)

📝 **Individual Homework Three**
(https://swu.instructure.com/courses/1823120/assignments/9119306)

📝 **Individual Homework Two**
(https://swu.instructure.com/courses/1823120/assignments/9119310)

📝 **Learning Assignment One**
(https://swu.instructure.com/courses/1823120/assignments/9119311)

📝 **Learning Assignment Two**
(https://swu.instructure.com/courses/1823120/assignments/9119314)

📝 **Narrated Presentation**
(https://swu.instructure.com/courses/1823120/assignments/10317328)

📝 **Oprah Winfrey: A**
Transformational Leader
(https://swu.instructure.com/courses/1823120/assignments/10342629)

📝 **Organizational Behavior Power**
and Politics
(https://swu.instructure.com/courses/1823120/assignments/9119294)

📝 **Organizational Culture**
(https://swu.instructure.com/courses/1823120/assignments/10342633)

📝 **Select a Book**
(https://swu.instructure.com/courses/1823120/assignments/9119312)

📝 **Stress: "Do not disturb, I'm**
tired"
(https://swu.instructure.com/courses/1823120/assignments/9119296)