CAPILANO UNIVERSITY

COURSE OUTLINE	
TERM: Fall 2018	**COURSE NO:** BADM 106
INSTRUCTOR:	**COURSE TITLE:** Organizational Behaviour
OFFICE: **LOCAL:** **E-MAIL:** @capilanou.ca	**SECTION NO(S):**	**CREDITS:** 3
OFFICE HOURS:	
COURSE WEBSITE:	

Capilano University acknowledges with respect the Lil'wat, Musqueam, Squamish, Sechelt, and Tsleil-Waututh people on whose territories our campuses are located.

COURSE PREREQUISITES/CO-REQUISITES
None

COURSE FORMAT
Three hours of class time, plus an additional hour delivered through on-line or other activities for a 15-week semester, which includes two weeks for final exams.

CALENDAR DESCRIPTION
The objective of this course is to allow the student to develop the necessary skills and conceptual tools to both understand and deal effectively with human behaviour in organizations. These skills are of at least two kinds:
1. Interpersonal, that is, relating more effectively with other individuals and groups, and
2. Analytical, to be able to perceive and understand situations accurately, and make effective decisions based on this understanding.

COURSE NOTE
BADM 106 is an approved Self and Society course for Cap Core requirements.

REQUIRED TEXTS AND/OR RESOURCES
Langton, N., Robbins, S., & Judge, T. (2016). *Organizational behavior: Concepts, controversies, applications* (7th ed.). Toronto, Ontario: Pearson Canada.

COURSE STUDENT LEARNING OUTCOMES
On successful completion of this course, students will be able to do the following:
1. Use self-assessment tools to evaluate listening and positive responding skills
2. Use communication skills to resolve work relationship issues
3. Develop and label in template form a challenging communication conversation
4. Develop consensus-built decisions using team collaboration in cases/class activities
5. Identify nine power tactics and describe how and why they are used in business

6. Demonstrate knowledge of how theories of perception and motivation explain individual behaviour
7. Apply the relevant OB theories to scenario examples on exam questions/activities
8. Define/engage in team behaviour and activities to deliver a shared group project
9. Define/manage key tasks, group needs and conflict to accomplish a team project
10. Offer descriptive feedback, evaluate peer performance and receive feedback
11. Describe the link between organizational citizenship behaviour and job satisfaction
12. Assess how multicultural differences impact global perspectives on group projects
13. Describe interpersonal differences in doing international business

Students who complete this Self and Society course will be able to do the following:
1. Identify potential root causes of local/global problems and how they affect local/global cultures, economies, politics, and policies;
2. Assess and evaluate individual and collective responsibilities within a diverse and interconnected global society;
3. Synthesize a range of differing community perspectives on ethics and justice and explain how these perspectives can inform structural change;
4. Explain how contexts (e.g. cultural, historical, colonial, economic, technological) shape identity formation and social structures.

COURSE CONTENT

Week	Topic
1	Intro to Course and Interpersonal Skills What is Organizational Behaviour?
2	Perception, Personality, and Emotions Global Implications
3	Values, Attitudes, and Diversity in the Workplace Assessing Cultural Values
4	Theories of Motivation Global Implications
5	Interpersonal Skills
6	Motivation in Action From Theory to Practice
7	Groups and Teamwork Team Performance and Cultural Diversity
8	Communications Global Implications
9	Power and Politics Ethical Implications
10	Conflict and Negotiation Conflict Resolution and Culture
11	Leadership Contemporary Issues in Leadership

12	Team Project
13	Team Project Presentation Final Exam Review
Weeks 14 & 15	Final Exam Period

EVALUATION PROFILE

Assignments	20%
Team Project Assignment	25%
Chapter Exam(s)	30%
Professionalism/Participation	5%
Final Exam (Comprehensive)	20%
Total	**100%**

Assignments may include, but are not limited to:

- Chapter Readiness Assessments: Assess students' understanding of chapter assigned readings.
- Interpersonal Skills Assignment: Students apply interpersonal skills to personal/professional scenarios and analyze the effective application of these skills to achieve improved communication results.

Team Project: Students apply organizational behaviour concepts and theories to an industry setting. This project on organizational culture in industry examines perspectives and local/global implications for change related to topics such as cultural diversity, conflict resolution, working in teams, technology in the workplace, the role of leadership, power and politics, and ethics.

Chapter Exams: Examine course concepts and theories and their application.

Final Exam (Comprehensive): Comprehensive final exam may include multiple choice, true and false, short and/or essay questions in addition to industry scenarios that will access the comprehension and application of course concepts and theories.

Professionalism/Participation: Grades are allocated, up to a maximum of 5%, based on the percentage of time spent in class engaged in group discussions and applying concepts to both the individual and team projects.

GRADING PROFILE

A+ = 90-100	B+ = 77-79	C+ = 67-69	D = 50-59
A = 85-89	B = 73-76	C = 63-66	F = 0-49
A- = 80-84	B- = 70-72	C- = 60-62	

Incomplete Grades
Grades of Incomplete "I" are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the student, who is responsible to determine from the instructor the outstanding requirements of the course.

Late Assignments
Assignments are due at the beginning of the class on the due date listed. If you anticipate handing in an assignment late, please consult with your instructor beforehand.

Missed Exams/Quizzes/Labs etc.
Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed labs or other activities may not be able to be accommodated. Please consult with your instructor.

Attendance
Students are expected to attend all classes and associated activities.

English Usage
Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

Electronic Devices
Students may use electronic devices during class for note-taking only, as specified by the instructor.

On-line Communication
Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or Moodle; please check both regularly. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only.

UNIVERSITY OPERATIONAL DETAILS

Tools for Success
Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: http://www.capilanou.ca/services/

Capilano University Security: download the CapU Mobile Safety App

Policy Statement (S2009-06)
Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy S2017-05 for more information: http://www.capilanou.ca/about/governance/policies/Policies/

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:
- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:
- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,

- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

> Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence and Misconduct Policy and B.401.1 Sexual Violence and Misconduct Procedure.

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.