

DONGGUAN UNIVERSITY OF TECHNOLOGY

School of Economics and Management

Course Syllabus

Fall 2019

Course Information

Course Code	[0810036]
Course Title	Organizational Behavior
Instructor	Peng Fan
Class	2018 Economics and Finance (Financial Management Industry-University International Program)
Course Category	<input checked="" type="checkbox"/> Compulsory <input type="checkbox"/> Elective
Credit(s)	3
Total Hours	48
Hours Per Week	3
Practical Hours	None
Lab Practice Hours	None
Classroom	3202, GuanCheng Campus 3202,
Time	Tuesday, 8:30-11:10
Office Hour	9:00-19:00 at 3207 GuanCheng Campus
Required Textbook	Robbinsv & Judge (2017). 组织行为学(第 15 版). [M] 北京: 清华大学出版社, 2017.
Supplementary Materials	Robbins, S.P. Management (2018).12th edition. Beijing: Tsinghua University Press.
Prerequisites	None
Course website	None

Course Description

Although skills in finance, accounting, marketing and operations are crucial for organizational success, management competency is regarded as an important resource that can not be ignored. Managing people presents both opportunities and challenges in such a competitive era. By providing a deep understanding of individual behavior in organizational settings, organizational behavior (OB) can help us develop cognitive

talents to conduct effective management. This course is an introduction to the basic concepts and topic in management field. The course focuses on OB at three-level which named individual, group and organizational level. Drawing from various subject areas, OB will exhibit an integrated framework from individual motivation and behavior to team dynamics to organizational structure.

Course Learning Objectives (LOs)

After completing the course learning, the student will be able to:

LO1: Increase students' general knowledge of OB concepts

LO2: Understand OB related traits and perspectives

LO3: Improve the ability to analyze and understand organizational situations

LO4: Develop the skills in reacting appropriately to organizational situations

LO5: Improve practical skills in developing effective solutions to the identified problems

Assessment and Grading

Your grade is composed by four parts. They are attendance (10%), participation (10%), assignments (20%), midterm exam (20%), and final exam (40%). The date of exam is in the tentative schedule. The detailed grading is as following:

	Standard	Notes	LO1	LO2	LO3	LO4	LO5
Attendance, 10%	If you are absent for one class, the taken point will be three for each absentee.	The right of participating final exam will be deprived after 5 times of absence.	✓				
Participation 10%	All the students will required take part in the class at least 4 times: presentation、answer questions、or any participate.	If you take part in the class 4 times, your points will depend on your performance.	✓	✓	✓	✓	

Assignments 20%	There will be two homework assignments throughout the semester.	Plagiarism and other forms of academic dishonesty will not be tolerated	✓	✓	✓		
Midterm exam, 20%	Questions for 100 points on the test paper.	Closed book exam.	✓	✓	✓		
Final exam, 40%	Questions for 100 points on the test paper.	Closed book exam.	✓	✓	✓	✓	✓

Policies:

➤ Attendance Policy

Students cannot incur more than two unexcused absence for whole semester.

➤ Participation Policy

Students should participate every in-class discussion and experiment.

➤ Policy on Assignments and Quizzes

All assignments and exam should complete by yourself. See the rubrics of assessment event for the detailed of evaluation

➤ Plagiarism

If it is caught that you take another person's work, ideas, or words, and using them as if they were your own, then the corresponding assignment will be scored zero. You can use others' work in a proper way of referencing.

➤ Classroom Policies

- Late coming student should provide a reasonable excuse based on the microeconomic theory and share it in class. If there is no excuse, treat as absent.
- If there is a question, stop the instructor any time, and ask for an answer. Your question is others' question with a very high probability.

Course Expectations

1. Attendance - Class attendance is expected of all students. Especially for the experimental sessions, no miss of any experiment is the bottom line. For other cases, please notify me or the class TA before the day of an anticipated absence. Failure to attend class regularly or frequent tardiness will mean automatic loss of your attendance mark.

2. English - You are highly encouraged to speak English in the class and actively exchange your ideas, opinions and critical thinking with others. Make sure to speak English even during small-group or paired activities.
3. Before/After Class - Students should expect to spend an adequate amount of time on reviewing the textbook, course handouts and finalizing the group homework before the due day. To keep up with the flow of the course, students are strongly recommended to complete the relevant reading materials and to have the coming individual/group presentations/activities conscientiously prepared before the class.
4. Class Participation - Class participation is an essential part of the learning process. Students will be evaluated on the quality your individual/group performance, your team spirit and your contributions to the class/group activities by your peers or the lecturer correspondingly.
5. Late assignments will be accepted without penalty only in cases of legitimate absences and only if the student has contacted the lecturer or the TA in advance regarding the reasons for the late assignment. If you miss a class, you must get previous class material from one of your student contacts.
6. Please be considerate of your fellow students during class presentations. Talking during the presentation will result in a 1% deduction from your final grade.

Session Plan:

Week/Date	Topic/Contents/Difficulty	Activities	LO
1/Mar. 3	Topic: Introduction/ Diversity Contents: What is organizational behavior/ Diversity in organizations Difficulty: The basic conception of OB and diversity management	Online class by instructor Video: Engage and Recruit Diverse Talent with AI Assignment: P68 case 1	1, 2
2/Mar. 10	Topic: Attitudes Contents: Attitudes and Job Satisfaction Difficulty: The impact of job satisfaction on employee's behavior Ideological and political learning 1: Build positive socialism work attitude to meet the expectation of organization	Online class by instructor Class Exercise: (1) define how organizational commitment and perceived organizational support contribute to job satisfaction; (2) brainstorm ways employers can better meet the needs of their employees	1, 2, 3

3/Mar. 17	Topic: Emotions Contents: Emotions and Moods Difficulty: Emotion regulation	Online class by instructor Experiential Exercise: mindfulness at work	1, 2, 3
4/ Mar. 24	Topic: Personality Contents: Personality and value Difficulty: Compare Hofstede's five value dimensions Ideological and political learning 2: Help students establish socialist core values	Online class by instructor Exercise: Holland career test	1, 2
5/ Mar. 31	Topic: Decision making Contents: Perception and Individual Decision Making Difficulty: Antecedents of decision making	Introduction by instructor	1, 2,
6/Apr. 7	Topic: Motivation concepts/ Contents: Concepts/ From concepts to applications (Chapter 7) Difficulty: Theories of motivation	Online class by instructor Experiential exercise Quiz	1, 3, 4
7/Apr. 14	Topic: Motivation Applications Contents: Motivation applications (Chapter 8) Difficulty: Reward and motivation	Online class by instructor Quiz	1, 2, 3
8/Apr. 21	Topic: Group behavior Contents: Foundations of Group Behavior Difficulty: Group Decision Making	Online class by instructor Experiential exercise Quiz	1, 2, 3
9/ Apr. 28	Topic: Work teams Contents: Understanding Work Teams Difficulty: Turning individuals into team players	Online class by instructor Midterm exam	1, 2, 3
10/May. 5	Contents: Communication Difficulty: How to communicate effectively	Online class by instructor Quiz	1, 2

11/May. 12	Topic: Leadership Contents: Leadership Difficulty: leadership	Lecture: 90mins; Exercise: 45mins Report Assignment: “Abusive Supervision in the Workplace”	2, 3, 4
12/May. 19	Topic: Politics Contents: Power and Politics Difficulty: Political Behavior	Lecture: 90mins; Exercise: 45mins	3, 4,
13/ May. 26	Topic: Conflict Contents: Conflict and Negotiation Difficulty: Individual differences in negotiation effectiveness	Lecture: 90mins; Exercise: 45mins	3, 4
14/Jun. 2	Topic: Organizational structure Contents: Foundations of Organization Structure Difficulty: Organizational designs	Lecture: 90mins; Exercise: 45mins	4, 5
15/Jun. 9	Topic: Organizational culture Difficulty: Influencing an organizational culture Ideological and political learning 3: Incorporate socialist core values into organizational culture	Lecture: 90mins; Exercise: 45mins	3, 5
16/Jun. 16	Review	Review; Q&A	1, 2, 3
Total	48 hours		
<p>Date: 2020.2.12</p> <p>Reviewed by Chih-Yuan Hung</p> <p>Signature <i>Chih-Yuan Hung</i></p> <p>Director of Department of International Business and Management</p>			