DONGGUAN UNIVERSITY OF TECHNOLOGY

School of Economics and Management

Course Syllabus

Fall 2018

Instructor Information

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| Instructor | Xiaochun Wang |
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| WeChat/QQ | christinawxc/512748571 |
| Office | 3207 Guancheng Campus |
| Office Hours | Friday 14:30-16:10; By Appt. |

Student Information

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| Entry Year | 2017 |
| Level | Undergraduate |
| Major | Economics and Finance (Financial Management Industry-University International Program) |

Course Information

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| Course Code | 085579 |
| Course Title | Organizational Behavior |
| Course Category | Compulsory ☐Elective |
| Credit(s) | 2 |
| Total Hours | 36 |
| Practice Hours | 6 |
| Lab Practice Hours | None |
| Classroom | 2208 Guancheng Campus |
| Time | Friday, 10:25-12:00 |
| Required Textbook | Kreitner, Robert & Kinicki, Angelo. Organizational Behavior (10th Edition). Mc Graw Hill, 2013; Renmin University of China Publishing House, 2015. |
| Supplementary Materials | Robbins, Stephen P. & Judge, Timothy A. Organizational Behavior (17th Edition), Pearson, 2016. |
| Prerequisites | Principles of Management |

Assessment and Grading

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| Assignments | Percent of Final Grade |
| Attendance | 18% |
| Participation | 16% |
| Group Project | 16% |
| Final | 50% |
| Total | 100% |

Course Description

Ultimately, this course is designed to help you use knowledge from the field of Organizational Behavior (OB) to improve your ability to manage people in organizations. Increasingly, contemporary organizations have begun to understand that the people they employ—including their knowledge, skills, and creativity—often represent the critical resource affecting the organization’s success. However, managing people (including oneself) presents both opportunities and challenges. People can be creative, efficient, collaborative and helpful but they can also be unimaginative, inefficient, aggressive, and discriminating. Successfully managing people essentially boils down to maximizing the former outcomes while minimizing the latter.

By helping us better Understand, Predict, and Change human behavior in organizational settings, the field of OB can greatly improve a manager’s ability to use human resources (i.e., people) more effectively. A main focus of this course will be to help you learn how to apply OB-related concepts. Your success in the class will depend on a combination of your ability to: (a) retain information AND (b) use critical thinking skills to actively apply this information. Nearly all of the assignments/deliverables in this class are designed to help you develop this essential combination of OB knowledge and application skill.

Course Objectives

* Learn basic OB theories and concepts.
* Learn how to apply OB theories/concepts to better understand, predict, and change behavior in organizations.
* Increase your personal self-awareness of the traits, tendencies, and skills that affect your performance in organizational contexts.

Course Expectations

Students should expect to spend several hours per week on this course. To succeed, you must complete course work, read each chapter, engage in class discussion and lecture, carefully read each chapter and outline the chapters and summarize the cases in the book as assigned. This will require a time commitment from you, one that may exceed 10 hours of work per week in addition to studying for exams. At a minimum, students should read the textbook, attend class lectures, complete the assigned homework, complete all exams, and ask questions.

Attendance & Participation - Attendance is expected and active participation is strongly encouraged, which is graded. Please arrive to class on time. Late arrivals are highly discouraged due to the interactive nature of the class (group exercises, demonstrations, and applied discussions).

Reading Assignments –You will be tested on content from readings assigned from our required text (Kreitner & Kinicki, 2015) and from supplementary articles. Timely and analytical reading of these materials will play an important role in your overall course performance. Please complete the readings listed for the week prior to attending that week’s class session.

Lecture - Roughly 2/3 of our class meetings will be devoted to “interactive” lectures (i.e., lectures that may include participatory demonstrations, opportunities to share insights and questions). To perform well, it is in a student’s best interests to both read the required text AND regularly and attend class.

Lecture Schedule

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| Week/Date | Topic | Required Reading and Assignments |
| 1/Sep. 7  (two hours) | Organizational Behavior: The Quest for People-Centered Organizations and Ethical Conduct | Chapter 1, OB in Action Case Study, Legal/Ethical Challenge |
| 2/Sep. 14  (two hours) | Managing Diversity: Releasing Every Employee’s Potential | Chapter 2, OB in Action Case Study, Legal/Ethical Challenge |
| 3/Sep. 21  (one hour) | Organizational Culture, Socialization, and Mentoring | Chapter 3, OB in Action Case Study, Legal/Ethical Challenge |
| 4/Sep. 28  (two hours) | Key Individual Differences and the Road to Success | Chapter 4, OB in Action Case Study, Legal/Ethical Challenge |
| 5/Oct. 5  (two hours) | Value, Attitudes, Job Satisfaction and Counterproductive Work Behaviors | Chapter 5, OB in Action Case Study, Legal/Ethical Challenge |
| 6/Oct. 12  (two hours) | Social Perception and Attributes | Chapter 6, OB in Action Case Study, Legal/Ethical Challenge |
| 7/Oct. 19  (two hours) | Foundations of Motivation | Chapter 7, OB in Action Case Study, Legal/Ethical Challenge |
| 8/Oct. 26  (one hour) | Improving Job Performance with Goals, Feedback, Rewards, and Positive Reinforcement | Chapter 8, OB in Action Case Study, Legal/Ethical Challenge |
| 9/Nov. 2  (two hours) | Group Dynamics | Chapter 9, OB in Action Case Study, Legal/Ethical Challenge |
| 10/ Nov. 9  (two hours) | Developing and Leading Effective Teams | Chapter 10, OB in Action Case Study, Legal/Ethical Challenge |
| 11/Nov. 12  (two hours) | Individual and Group Decision | Chapter 11, OB in Action Case Study, Legal/Ethical Challenge |
| 11/Nov. 16  (two hours) | Managing Conflict and Negotiating | Chapter 12, OB in Action Case Study, Legal/Ethical Challenge |
| 12/Nov.19  (two hours) | Communicating in the Digital Age | Chapter 13, OB in Action Case Study, Legal/Ethical Challenge |
| 12/Nov. 23  (one hour) | Influence, Empowerment, and Politics | Chapter 14, OB in Action Case Study, Legal/Ethical Challenge |
| 13/Nov. 26  (two hours) | Leadership | Chapter 15, OB in Action Case Study, Legal/Ethical Challenge |
| 13/Nov. 30  (two hours) | Organizational Design, Effectiveness, and Innovation | Chapter 16, OB in Action Case Study, Legal/Ethical Challenge |
| 14/Dec. 3  (one hour) | Managing Change and Stress | Chapter 17, OB in Action Case Study, Legal/Ethical Challenge |
| Total | 30 hours | |

Practice Schedule

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| Week/Date | Topic | Required Reading and Assignments |
| 3/Sep. 21  (One hour) | Case study of Part One | Chapter 1, OB in Action Case Study, Legal/Ethical Challenge |
| Chapter 2, OB in Action Case Study, Legal/Ethical Challenge |
| Chapter 3, OB in Action Case Study, Legal/Ethical Challenge |
| 8/Oct. 26  (One hour) | Case study of Part Two | Chapter 4, OB in Action Case Study, Legal/Ethical Challenge |
| Chapter 5, OB in Action Case Study, Legal/Ethical Challenge |
| Chapter 6, OB in Action Case Study, Legal/Ethical Challenge |
| Chapter 7, OB in Action Case Study, Legal/Ethical Challenge |
| Chapter 8, OB in Action Case Study, Legal/Ethical Challenge |
| 12/Nov. 23  (One hour) | Case study of Part 3 | Chapter 9, OB in Action Case Study, Legal/Ethical Challenge |
| Chapter 10, OB in Action Case Study, Legal/Ethical Challenge |
| Chapter 11, OB in Action Case Study, Legal/Ethical Challenge |
| Chapter 12, OB in Action Case Study, Legal/Ethical Challenge |
| 14/Dec. 3  (One hour) | Case Study of Part 4 | Chapter 13, OB in Action Case Study, Legal/Ethical Challenge |
| Chapter 14, OB in Action Case Study, Legal/Ethical Challenge |
| Chapter 15, OB in Action Case Study, Legal/Ethical Challenge |
| Chapter 16, OB in Action Case Study, Legal/Ethical Challenge |
| Chapter 17, OB in Action Case Study, Legal/Ethical Challenge |
| 14/Dec. 7  (Two hours) | Group Presentation | Preparing for the Demonstration |
| Total | 6 hours | |
| Date:  Reviewed by  Signature  Director of  Department of International Business and Management | | |