

MGT 341: Organizational Behavior

J-term 2022

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Virtual Office Hours: Flexible by appointment throughout J-term

COURSE DESCRIPTION

Organizational behavior (OB) is the study of human perception, attitudes, values, and performance within organized settings. It is very much an interdisciplinary field, drawing upon industrial-organizational psychology, social and clinical psychology, sociology of organizations, labor relations, anthropology, economics, and human factors engineering. We will use the theory, methods, and principles of these diverse disciplines to learn what contributes to individual commitment and performance by examining individual perceptions, values, attitudes, and decision making; motivation and leadership; group structure and dynamics; and organizational structure and culture. Managers use this knowledge to enhance performance and positive attitudes among employees as well as resolve problems stemming from human interaction that characterize all social settings.

PREREQUISITE: Junior Standing in a degree-granting college -

COURSE GOALS AND DESCRIPTION

The goal of this course is to gain an understanding of human behavior in the workplace and provide structured opportunities for your professional development. We will focus on individual, interpersonal, team, and organizational processes and how these influence individuals' behaviors at work. The course is designed to introduce you to fundamental concepts of management practice, with emphasis on how individuals and groups act in organizations. The course addresses the fundamentals of organizational behavior, including personality, motivation, teams, performance, power, leadership, organizational culture and organizational structure. The course goals include:

- Familiarizing you with human behavior in organizations
- Increasing your understanding of your own behavior as well as others' behaviors in organizational settings, including virtual environments
- Bringing together theories and research findings with practical applications that can guide you in the future
- Improving your critical thinking, interpersonal, communication, decision making, and teamwork skills
- Developing your teamwork and presentation skills through practical application

COURSE LEARNING OUTCOMES

1. Describe and apply behavioral concepts to organizational settings.
2. Learn and apply theories and research on organizational behavior, specifically how they impact worker job performance and organizational commitment.

3. Use knowledge of organizational behavior to reflect upon and incorporate in your personal career management and lifelong learning strategies.
4. Learn and apply team skills and processes in project development and completion.
5. Develop professional communication, writing, and team skills that will transfer to future work environments.

REQUIRED MATERIALS

Required Textbook

Colquitt, J. A., LePine, J. A., & Wesson, M. J. (2021). *Organizational behavior: Improving performance and commitment in the workplace (7th ed)*. Burr Ridge, IL: McGraw-Hill Irwin. ISBN 9781264391233. This book comes with the online Connect access for **Organizational Behavior (7e)** You are not required to have a print version (7e) is an online smart book.

To get started, please follow the PowerPoint demonstrating how to log into Connect and synch it with your Brightspace course. Note that for your grades to register correctly, you must **ALWAYS LOG IN THROUGH Brightspace. Important:** You must register in Connect even if you haven't purchased your book yet. Connect offers **TEMPORARY ACCESS**, which is free access for approximately 14 days from the start of class. When you follow the registration steps outlined in the PowerPoint you will be given the option of selecting **TEMPORARY ACCESS**. Please do this if you haven't purchased your materials yet, as this will ensure that you don't fall behind in class assignments. (You can read the ebook and complete assignments with Temporary Access).

If you run into any problems using Connect, you must call McGraw-Hill's Customer Experience Group/CXG (aka Tech Support). They will give you a ticket number for the problem you reported. If you are not able to complete an assignment by its due date, or if you feel that you were given an incorrect score, I will be requesting the MH ticket number so that I can follow up with the publisher.

Visit: www.mhhe.com/support Call: (800) 331-5094

TECHNOLOGY REQUIREMENTS

To successfully complete this course, you will need access to a computer with reliable, high-speed Internet access and appropriate system and software to support the Brightspace learning platform.

HOW THIS CLASS WORKS

Brightspace Learning Management System

This course will be taught in Brightspace this semester. Log into brightspace.uri.edu using your [URI Single Sign](#) on. If you are unfamiliar with Brightspace, I highly recommend completing the [tutorials](#) before the start of class. Please make sure to set up your preferences so you receive emails and announcements through Brightspace.

This course is designed as Asynchronous. This allows you to complete course work or participate in discussions at different times offering you the advantage of learning in a remote environment. Although it is asynchronous it is not completely self-paced. You must participate in the discussion responses when they are scheduled. You are welcome to work ahead on quizzes and individual assignments. The course has a learning outcome to increase your skills in working in a virtual team. You will have a team project with 2 deliverables. Your team can work independently however you must meet the due dates of each deliverable. More details on the team project will be posted in Brightspace.

We will use discussions, text and current press readings, videos and podcasts, experiential exercises, individual assessments, and team activities to develop an understanding of theories and practice related skills. In the online learning environment, “attendance” is measured by your PRESENCE in the site as well as your CONTRIBUTIONS to the site. The importance of regular log-ins and active participation cannot be overstated.

DUE DATES ARE POSTED CLEARLY on the Calendar in Brightspace

CONTENT

1. Syllabus & Class Schedule (here you will find the syllabus and detailed class schedule)
2. Welcome & Getting Started: (This is an overview of the course (slide deck) as well as information on how to synch your CONNECT to Brightspace)
3. Weekly Lectures, Readings & Assignments - Each Week is posted and will contain the following:
 - Weekly Readings & Connect Smart questions
 - Weekly slide Deck with voice over
 - Linked Assignment and/or Individual or Team Discussions

TEAM PROJECT is broken into 2 deliverables: Details and due dates are posted in Brightspace

NAVIGATING ONLINE LEARNING IN BRIGHTSPACE

Check Brightspace daily and use it **actively** to succeed in this course. Check email every day.

MY METHODS:

- **ANNOUNCEMENTS:** I post announcements Daily to communicate to the whole class. **Please set your Brightspace email to your preferred email and forward your email to your personal account so that you don't miss anything.**
- **SCHEDULE:** I make EVERY effort to ensure that dates are consistent across Brightspace – please let me know if there are inconsistencies and I will clarify. Check Brightspace Calendar weekly.
- **SYLLABUS:** – if needed, updates will be posted in ANNOUNCEMENTS
- **GRADEBOOK:** I will post grades within 2-3 days of submission for all assignments (barring unforeseen circumstances) – you are responsible for checking your grades and alerting me to issues. I post feedback so make sure to look at that link.
- **TECHNOLOGY** can be error-prone. All individual assignments are posted in the Brightspace. Some students found it helpful to type their individual assignments in docs or word and cut/paste into Brightspace.
- **TA: The Teaching Assistant is Stef Nelson, she can be reached at stephanieleigh@uri.edu**

INSTRUCTOR'S EXPECTATIONS - hints for success

1. **RESPECT:** For everyone to benefit from this course, we will need to remain open and discuss ideas respectfully. University policies on harassment and discrimination outline behaviors that will not be tolerated. Please talk with me if you feel threatened or disrespected in an online discussion. Focus on issues, not people. An open mind is essential. Negative participation will impact your grade negatively. Please respect diversity and each other.
2. **RESPONSIBILITY:** All assignments are due by noted date. Time management is an essential skill to succeeding in an online course. There is no way to make up class discussion after the class has moved on to another topic. The nature of this course is demanding as you are responsible to check in often and be self-motivated. I won't badger you to do it since building and maintaining a collaborative online classroom is everyone's responsibility.
3. **Technology:** Since you have signed up for an online class knowingly, I expect you to have working technology to be successful. Technology problems are not an excuse for late or incomplete work. Document any issues you have (screenshots), report them to the correct help desk THEN email me, I will give you an extension ONCE due to technical problems.
4. **Give the Proper amount of effort.** This class requires time on task. On average, you will spend about 3 hours per day on this course as per normal in an asynchronous online course. Please plan your time accordingly and note due dates for assignments in your calendar. Don't shortchange your classmates or me – but especially yourself – by not devoting the time necessary to study the subject. Your peers RELY on your work to complete their own. This class is NOT an easier version of the face to face class. It requires extensive reading, analytical writing and time management in lieu of class attendance. You will need to be self-motivated.
5. **Plan Ahead.** The assignments in this class take time and thought. You will not be fully prepared if you wait until the last minute. Rich online discussions require the FULL participation of EVERYONE on TIME. Add assignments to your calendar, set reminders. If you don't post, you may be negatively impacting a team member's grade, not just your own.
6. **Be a team player.** Your team and or discussion group will need to work together to complete team assignments. Be prepared. Be on time. Your team skills are critical for your career and, in the shorter term, your grade in this class.
7. **Take an active role in learning.** I will try to facilitate your learning - but I can't do it for you. Your grade is only a bi-product of your learning – focus on learning and your grade will take care of itself. Call me or email me if you need help or want to discuss your progress.
8. **Reading:** Read THE SYLLABUS and ALL ANNOUNCEMENTS and DIRECTIONS CAREFULLY and PROMPTLY before asking questions or submitting assignments.

ACADEMIC HONESTY

Students are expected to be honest in all academic work. A student's name on any written work, quiz or exam shall be regarded as the student's own independent thought and study. Work should be stated in the student's own words, properly attributed to its source *Student Handbook* uri.edu/studentconduct.

SPECIAL NEEDS

Any student with a documented disability is welcome to contact me as early in the semester as possible so that we may arrange reasonable accommodations. If you have documentation and need extended time on the Quizzes or assignments, please let me know by the end of the first day of classes. Please be in touch with Disability Services for Students Office at 330 Memorial Union, 401-874-2098.

GRADING SCALE AND EVALUATION

Unless otherwise noted, *all materials must be submitted through Brightspace*. I will keep grades on Brightspace up-to-date throughout the term, so you are informed of your progress.

GRADING SCALE – Points weighted by category scale

93 – 100	A
90 – 92.99	A-
87 – 89.99	B+
83 – 86.99	B
80 – 82.99	B-
77 – 79.99	C+
73 – 77.99	C
70 – 72.99	C-
67 – 69.99	D+
60 – 66.99	D
59.99 and Below	F

Note: Grades are based on *total points* – for fairness, there will be no “*rounding-up*.”

EVALUATION

Your course grade is based on the following, each assignment has a point valued which is weighted based on the % per category. This is all visible in Brightspace.

READINGS, SMARTBOOK, VIDEO LECTURES	30%
INDIVIDUAL ASSIGNMENTS & TEAM DISCUSSIONS	30%
QUIZZES	20%
TEAM PROCESS & PROJECT	20%
TOTAL =	100 %

READINGS, SMARTBOOK & VIDEO LECTURES (30%)

You will be assigned reading in your smart book. In each chapter, you will read about the chapter topics and then respond to questions to evaluate your learning. You will receive up to 10 points for mastery of the learning on each topic. Each week there is a video lecture posted in Brightspace. You are expected to watch the lecture prior to the weekly assignment. Brightspace will track your participation in viewing the lecture.

QUIZZES (20%)

Chapter quizzes encourage you to keep current on reading and facilitate your understanding of the material. All Quizzes must be completed **by January 20th at 11:59 pm**. You may use your resources to take the quizzes, but you may not collaborate with other students. Each Quiz is times at 50 minutes. The Quizzes consist of 25 multiple choice questions 25-point scale. (lowest quiz will be dropped)

INDIVIDUAL ASSIGNMENTS (30%)

Individual assignments and discussions are posted in Brightspace. They may be a Brightspace assignment or a connect assignment. They will require you to put effort and thought into your response. An effective response will require you to show careful analysis of the materials and relate to theory or practice as describe in the text. Throughout the semester you should keep detailed notes on readings and the topics we cover and think about how they apply to your own experiences. You will be required to participate in online discussions with a smaller group of our class. Everyone will write an initial thread to a prompt that I provide asking you to reflect on a specific topic, practice and/or concept and relate it to resources that I provide (videos, podcasts, articles) and to your own experiences. You will be asked to respond to other's threads and engaged in an active learning process.

TEAM PROCESS & PROJECT (20%)

You will learn that being able to work effectively in a team is one of the most important competencies that you will need to succeed in the world of work. As remote work becomes more common, being able to work effectively in a virtual team will give you great advantage in your career. To develop these skills, you will engage in team discussions and a project that will provide experience in working in a virtual team. In teams, you will determine a problem in organizations which may be improved through Organizational Behavior concepts and applications. This will culminate in a Final Infographic Presentation posted to the class discussion. Your team will

- Develop a contract. Identify and describe the problem in Organizational Behavior.
- Crated an infographic Topic outline and source survey
- Develop and Share the infographic with the class.

IDEA Course Evaluation

At the end of the semester, you will be asked to evaluate the course. The following three objectives in the IDEA instrument are essential learning outcomes relevant to this course:

- 1. Gaining a basic understanding of the subject (e.g., factual knowledge, methods, principles, generalizations, theories).
- 2. Learning to apply course material (to improve thinking, problem solving, and decisions)
- 3. Acquiring skills in working with others as a member of a team
- 4. Learning how to find, evaluate, and use resources to explore a topic in depth

CLASS SCHEDULE WILL BE POSTED IN BRIGHTSPACE. All changes to the class schedule will be communicated through Brightspace Announcements.