Organization Behaviour

Academic Year: (2022 / 2023) **Review date: 09-02-2023**

Department assigned to the subject: Business Administration Department

Coordinating teacher: RICO MUÑOZ, RAMON

Type: Compulsory ECTS Credits : 6.0

Year : 2 Semester : 2

OBJECTIVES

To study human behavior within organizations and to analyze this behavior on three different levels: the individual, the group and the organization.
- Define organizational behavior and describe the contents of the study of organizational behavior.
- Describe the communication process and its components.
- Explain the concepts of power and organizaitnal politics.
- Outline the conflict process.
- Define the common characteristics making up organizational culture.
- Summarize the organizational change process.

DESCRIPTION OF CONTENTS: PROGRAMME

1. Diversity in organizations
2. Attitudes and work satisfaction
3. Emotions and mood at work
4. Personality and values
5. Perception and individual decision-making
6. Motivation in organizations
7. Work groups and teams
8. Communication
9. Leadership and power
10. Conflict and negotiation
11. Organizational culture
12. Change management and Stress management

LEARNING ACTIVITIES AND METHODOLOGY

This course combines both digital (on the e-learning SPOC platform) and traditional face-to-face contents. It includes two kinds of sessions: magistrales and practice in reduced groups. In magistrales, students have to work before class by visualizing learning videos on SPOC platform and responding to questions and self-assessment test. During face-to-face magistrales, the professor will respond to students' questions and doubts about the digital contents on SPOC, assessing the level of learning acquired and formulating new questions to reinforce the knowledge acquired. In addition, students will have to do a short group presentation about one interesting issue related the topic of the week. In practical sessions, the professor will correct the exercises and cases on the SPOC platform, as well as s/he will propose new cases to work in groups in class.
Individual tutorials will be asked by the students when needed within the professor´s schedule. Also, there will be collective tutorials to monitor the development of the final group project.

With this topic we will learn to:
- Describe the impact of individual characteristics on organizational behavior.
- Define perception and describe the main elements in the perceptual process.
- Compare and contrast different decision-making models.
- Define motivation and describe the motivation process.
- Identify the key factors that explain group behavior.
- Summarize the conclusions of the main theories of leadership.

ASSESSMENT SYSTEM

The course grade will be determined by:
- A final exam (50% of the final grade). Minimum grade is 4 points.
- A company's group project including in-class presentation (35% of the final grade).
- Individual assessments: Tasks, tests and individual class participation (10% of the final grade): includes online exercises, outstanding class participation, etc.
- Teamwork: group presentations, group case analysis every week (5% of the final grade).

These assessments will verify the degree to which the knowledge and adaptation skills have been acquired by students, besides working the enthusiastic attitude to reach the unit goals.

The competencies of analysis and ethical behavior are closely related to this subject and will be assessed through all the above mentioned evaluation methods. Finally, the ability to autonomously work, teamwork and personal development will be also assessed.

Attendance to practical classes is compulsory, given the percentage of the subject that is assessed in them (final work 35%, case discussion 5%). Failure to attend a practical session means losing the part corresponding to its evaluation in the discussion of cases and the accumulation of more than 4 absences (with or without justification and not counting those of final work presentation) impedes the continuous evaluation of practices. In this case, the students must attend the Extraordinary Call, in which the knowledge of the unit is evaluated by means of an exam worth 100% of their final grade.

NOTE. The international students developing the OB course through the EVE project will be assessed according to the e-learning modality.

% end-of-term-examination:	50
% of continuous assessment (assigments, laboratory, practicals…):	50

BASIC BIBLIOGRAPHY

- Robbins, S. P. & Judge, T. Organizational Behavior ¿ Global Edition, Prentice¿Hall, 2021 (18a)

ADDITIONAL BIBLIOGRAPHY

- DAFT, R.L y MARCIC, D. Building Management Skills : An Action-First Approach, , South Western Cengage LEarning. International Edition 001 , 2014
- JOHNS, G. y SAKS, A.M Organization Behaviour.Understanding and Managing life at work., New York: Harper Collins..
- KREITNER, R. y KINICKI, A. Organizational Behavior., Chicago: Irwin. Edición 2001.