

Academic Year: (2024 / 2025)

Review date: 24-04-2024

Department assigned to the subject: Business Administration Department

Coordinating teacher: MELERO MARTIN, EDUARDO

Type: Compulsory ECTS Credits : 3.0

Year : 1 Semester : 1

REQUIREMENTS (SUBJECTS THAT ARE ASSUMED TO BE KNOWN)

No requirement

OBJECTIVES**KNOWLEDGE:**

1. Define organizational behavior and describe the contents of organizational behavior considered as a field of study.
2. Learn the impact of individual features, such as biographic characteristics or personality, on organizational behavior.
3. Learn the basic elements of the perception process and how to anticipate them in communication and decision-making.
4. Describe the process of motivation and its applications to different real-life situations
5. Identify the key factors that explain group behavior.
6. Summarize the conclusions from the different theories of leadership.
7. Be able to analyze the communication process and its components in order to apply them to real-life situations.
8. Analyze the process of conflict and identify its causes.
9. Analyze the elements of organizational culture their influence on organization ethics.

SKILLS:

10. Develop the ability to work autonomously under pressure in the solving of real cases.
11. Develop teamwork skills and learn to use techniques that optimize group decision-making.
12. Develop the ability to lead and motivate others.

ATTITUDES

13. Build a solid ethical background for decision making and conflict management.
14. Learn how to increase employee commitment in organizations.
15. Develop an entrepreneurial attitude with respect to organizational change.

DESCRIPTION OF CONTENTS: PROGRAMME

- Class 1: Basic concepts of Organizational Behavior
- Class 2: Individual behavior in organizations
- Class 3: Perception processes and Biases
- Class 4: Decision making
- Class 5: Values, attitudes and ethics
- Class 6: Motivation in organizations
- Class 7: Group dynamics and teamwork
- Class 8: Leadership: traits and styles
- Class 9: Effective Communication
- Class 10: International Organizational Behavior

LEARNING ACTIVITIES AND METHODOLOGY

- Classes will take place in two 1.5-hour weekly sessions, which will be taught in a row with a 15-minute break between them.
- Each class will consist of (a) the discussion of the study of a case that must be presented by the assigned team, and (b) the review of a series of associated concepts primarily from the textbook.
- All students are expected to read the assigned cases and reading material to be able to participate in them.
- Students will also work on a final real-life case including application of science based content - to be delivered at the end of term.

ASSESSMENT SYSTEM

% end-of-term-examination:	50
% of continuous assessment (assignments, laboratory, practicals...):	50

- Analysis, presentation and discussion in class of scheduled case studies: 20%
- Delivery of group final written case: 20%
- Participation in activities proposed in class by the professor, and other specific interventions: 10%
- Final Exam: 50%

BASIC BIBLIOGRAPHY

- Robbins, S. P. and T. Judge Organizational Behavior, Prentice-Hall, 2022 (19th Edition)

ADDITIONAL BIBLIOGRAPHY

- Bernard Mayer The Dynamics of Conflicts Resolution, Wiley, 2010
- Declan Treacy Successful Time Management, Hodder & Stoughton Ltd, 1998 (2nd Edition)
- Fisher, R. & Ury, W. Getting to Yes: Negotiating Agreement without Giving in, Penguin Books, 1991
- Reitz, J.G., Breton, R., Dion, K.K., Dion, K.L. Multiculturalism and Social Cohesion, Springer, 2009