

OFFICE HOURS: EAGLE PASS WED 8:00 AM-4:00 PM  
EAGLE PASS THUR 11:00 AM-4:00 PM  
OR BY APPOINTMENT ANYTIME

I will be available by phone, e-mail or in my office to offer help on any subject related to the course. As we progress in the course, I may make changes to this syllabus to accommodate any particular subject area. In that sense, this syllabus is a guideline, not a contract.

Required Text:

Organizational Behavior: A Practical, Problem-Solving Approach  
Kinicki & Fugate, McGraw-Hill Education  
ISBN 978-1-25-918841-1.

You are responsible for acquiring the required edition of the textbook. Be aware of delivery date when buying online.

1. **Learning Objectives:**

1. Chapter 1: Making OB Work For Me  
Application of OB knowledge to enhance job performance. Understand the concept of human capital and how it affects job performance. Understand how people incur into ethical lapses and what lessons can be derived from the experience. Identify the practical relevance and power of OB to help solve problems. Explain how the Integrative Framework can help to apply OB knowledge and tools, and improve problem solving.
2. Chapter 2: Values and Attitudes  
Identify what role values play in identifying behavior. Explain how personal attitudes affect workplace behavior and work-related outcomes. Understand how changes in the workplace can improve job satisfaction. Identify work-related outcomes associated with job satisfaction.
3. Chapter 3: Individual Differences and Emotions  
Understanding the relative stability of individual differences. Explain how multiple intelligences and personality affect performance. Define emotional intelligence. Explain how understanding emotions increase work effectiveness.
4. Chapter 4: Social Perception and Managing Diversity  
Identify how does the perception process affects the quality of decisions and interpersonal relationships. Identify how knowledge of stereotypes improves decision making and effectiveness. Understand how awareness about the layers of diversity help organizations effectively manage diversity. Identify the most common barriers to implementing successful diversity programs.
5. Chapter 5: Foundations of Employee Motivation  
Define motivation and how does it affect behavior. Compare and contrast the content theories of motivation. Identify the differences among top-down approaches, bottom-up approaches and “idiosyncratic deals” in job design.

6. Chapter 6: Performance Management  
Identify the elements of effective performance management. Define how performance monitoring and evaluation improves performance and managing performance. Understand the use of feedback and coaching to review and improve performance. Explain the use of various forms of reinforcement and consequences to improve performance.
  7. Chapter 7: Positive Organizational Behavior  
Understand the benefits of positive OB. Explain how can mindfulness contribute to effectiveness. Explain how managers can create an organizational climate that fosters Positive OB.
  8. Chapter 8: Groups and Teams  
Explain the benefits of understanding the group development process. Identify the characteristics of effective team players and team building, and how this knowledge improves performance. Explore ways to build and repair trust.
  9. Chapter 9: Communication in the Digital Age  
Identify the key aspects of interpersonal communication. Explain how social media can increase effectiveness at work.
  10. Chapter 10: Managing conflict and Negotiations  
Explain how understanding a modern perspective of conflict increases effectiveness. Identify different kinds of conflicts. Identify best practices for effective negotiation.
  11. Chapter 11: Decision Making and Creativity  
Explain how to integrate rational and non-rational models of decision making. Understand how to use evidence—based decision making. Identify the pros and cons of group decision making
  12. Chapter 12: Power, Influence and Politics  
Identify the basic forms of power and how they can help achieve desired outcomes. Explain the consequences of sharing power. Evaluate how the use of influence tactics affects effectiveness.
2. **Assessments:** There will be written assignments and online exams to assess the students' progress and comprehension. Assessment links will be available on the schedule date until midnight.
  3. **Course Policies:** It is a policy for this course that after the due date there will be no make-up or reposition for the work required. Participation in the course is mandatory. After missing four (4) submissions the student will be dropped from the course.
  4. **Course Grading: Projected Grade Distribution**  
The projected cutoff point for A's, B's, C's, and D's are based on a 90%, 80%, 70%, and 60%, respectively.

**Distance Education Statement:** Students enrolled in distance education courses have equal access to the university's academic support services, library resources, and instructional technology support. For more information about accessing these resources, visit the SRSU website. Students should submit online assignments through Blackboard or SRSU email, which require secure login information to verify students' identities and to protect students' information. [If the course requires students to take proctored exams or to purchase additional software or equipment, please describe those requirements here.] The procedures for filing a student complaint are included in the student handbook. Students enrolled in distance education courses at Sul Ross are expected to adhere to all policies pertaining to academic honesty and appropriate student conduct, as described in the student handbook. Students in web-based courses must maintain appropriate equipment and software, according to the needs and requirements of the course, as outlined on the SRSU website.

**CLASS SCHEDULE FOR MGMT 4321 ORGANIZATIONAL BEHAVIOR**

<u>Date</u>	<u>Topic</u>	<u>Chapter</u>	<u>Assignments and Exams</u>
Aug 29	Problem Solving	No-textbook required	Research paper
Sep 5	Employees Performance	No-textbook required	Research paper
Sep 12	Chapter 1: Making OB Work For Me	1	Assessment available from 6:00 AM to midnight.
Sep 19	Chapter 2: Values and Attitudes	2	Assessment available from 6:00 AM to midnight.
Sep 26	Chapter 3: Individual Differences and Emotions	3	Assessment available from 6:00 AM to midnight.
Oct 3	Chapter 4: Social Perception and Managing Diversity	4	Assessment available from 6:00 AM to midnight.
Oct 10	Chapter 5: Foundations of Employee Motivation	5	Assessment available from 6:00 AM to midnight.
Oct 17	Chapter 6: Performance Manage	6	Assessment available from 6:00 AM to midnight.
Oct 24	Chapter 7: Positive Organizational Behavior	7	Assessment available from 6:00 AM to midnight.
Oct 31	Chapter 8: Groups and Teams	8	Assessment available from 6:00 AM to midnight.
Nov 7	Chapter 9: Communication in the Digital Age	9	Assessment available from 6:00 AM to midnight.
Nov 14	Chapter 10: Managing conflict and Negotiations	10	Assessment available from 6:00 AM to midnight.
Nov 21	Chapter 11: Decision Making and Creativity	11	Assessment available from 6:00 AM to midnight.
Nov 28	Chapter 12: Power, Influence and Politics	12	Assessment available from 6:00 AM to midnight.