



BUS 5113: Organizational Theory and Behavior

Prerequisites: None

Credits: 3

Course Description:

This course is designed to expose the student to the fundamental principles to understand human behavior inside business organizations. The course examines various theories developed to explain, influence and anticipate employee behavior in an organizational context. This course investigates individual and interpersonal behavior in organizations, including personality, decision-making, personal perceptions, teamwork, conflict, leadership, power, ethics, and influence. In addition, this course seeks to identify and analyze organizational-level factors affecting behavior, including change management, internal reward systems, culture, and organizational communication.

Required Textbook and Materials:

UoPeople courses use open educational resources (OER) and other materials specifically donated to the University with free permissions for educational use. Therefore, students are not required to purchase any textbooks or sign up for any websites that have a cost associated with them. The main required textbooks for this course are listed below and can be readily accessed using the provided links. There may be additional required/recommended readings, supplemental materials, or other resources and websites necessary for lessons; these will be provided for you in the course's General Information and Forums area, and throughout the term via the weekly course Unit areas and the Learning Guides.

- Black, J. S., Bright, D. S., Gardner, D. G., Hartmann, E., Lambert, J., Leduc, L. M., Leopold, J., O'Rourke, J. S., Pierce, J. L., Steers, R. M., Terjesen, S., & Weiss, J. (2019). *Organizational behavior*. OpenStax. Licensed under CC 4.0. Please access it from the homepage.

Software Requirements/Installation:

No special requirements.

Learning Objectives and Outcomes:

By the end of this course students will be able to:

1. Examine and apply fundamental theories and concepts developed to influence human behavior inside organizations.
2. Explain individual, group, ethical and organizational behaviors within the workplace.



3. Analyze and differentiate the impact of individual strengths, interpersonal dynamics, and organizational influence on employee behaviour.
4. Evaluate and apply the theoretical concepts related to motivating personnel and effective leadership as a basis for management and leadership practices that enhance organizational performance.
5. Analyze and apply theories and strategies for promoting employee engagement in the workplace.

Course Schedule and Topics:

This course will cover the following topics in eight learning sessions, with one unit per week.

Week 1: Unit 1 - Introduction to Organizational Theory and Behavior

Week 2: Unit 2 - Organizational Concepts and Theories

Week 3: Unit 3 - Employee Motivation and Rewards

Week 4: Unit 4 - Attitudes, Perceptions, and Behaviors

Week 5: Unit 5 - Organizational Communication

Week 6: Unit 6 - Collaborative Dynamics: Groups and Teams

Week 7: Unit 7 - Leadership, Power, & Conflict

Week 8: Unit 8 - Organizational Culture and Change

Learning Guide:

The following is an outline of how this course will be conducted, with suggested best practices for students.

Unit 1: Introduction to Organizational Theory and Behavior

- Read the Learning Guide and Reading Assignments
- Complete the Discussion Assignment by posting in the Discussion Forum
- Respond to three of your fellow classmates' posts in the Discussion Forum
- Complete and submit the Portfolio Assignment

Unit 2: Organizational Concepts and Theories

- Read the Learning Guide and Reading Assignments
- Complete the Discussion Assignment by posting in the Discussion Forum
- Respond to three of your fellow classmates' posts in the Discussion Forum
- Complete and submit the Portfolio Assignment



Unit 3: Employee Motivation and Rewards

- Read the Learning Guide and Reading Assignments
- Complete the Discussion Assignment by posting in the Discussion Forum
- Respond to three of your fellow classmates' posts in the Discussion Forum
- Complete and submit the Portfolio Assignment

Unit 4: Attitudes, Perceptions, and Behaviors

- Read the Learning Guide and Reading Assignments
- Complete the Discussion Assignment by posting in the Discussion Forum
- Respond to three of your fellow classmates' posts in the Discussion Forum
- Complete and submit the Portfolio Assignment

Unit 5: Organizational Communication

- Read the Learning Guide and Reading Assignments
- Complete the Discussion Assignment by posting in the Discussion Forum
- Respond to three of your fellow classmates' posts in the Discussion Forum
- Complete and submit the Portfolio Assignment

Unit 6: Collaborative Dynamics: Groups and Teams

- Read the Learning Guide and Reading Assignments
- Complete the Discussion Assignment by posting in the Discussion Forum
- Respond to three of your fellow classmates' posts in the Discussion Forum
- Complete and submit the Portfolio Assignment
- Begin Group Activity - Due Unit 7

Unit 7: Leadership, Power, and Conflict

- Read through the Learning Guide and the Reading Assignment
- Complete the Discussion Assignment by posting in the Discussion Forum
- Respond to three of your fellow classmates' posts in the Discussion Forum
- Complete and Submit the Group Activity

Unit 8: Organizational Culture and Change

- Read through the Learning Guide and the Reading Assignment
- Complete the Discussion Assignment by posting in the Discussion Forum
- Respond to three of your fellow classmates' posts in the Discussion Forum
- Complete and submit the Portfolio Assignment
- Complete the Course Evaluation



Course Requirements:

Discussion Forum Assignments

Some units in this course require that you complete a Discussion Assignment. You are required to develop and post a substantive response to the Discussion Assignment in the Discussion Forum. A substantive response is one that fully answers the question that has been posted by the instructor. In addition, you must extend the discussion by responding to at least three (3) of your peers' postings in the Discussion Forum. In Unit 1 through Unit 4, your discussion posts will be assessed by your instructor. In Unit 5, you will assess three of your peers' discussion posts. Instructions for proper posting and rating (out of a 10-point scale) are provided inside the Discussion Forum for each week. Discussion Forums are only active for each current and relevant learning week, so it is not possible to contribute to the forum once the learning week has come to an end. Failure to participate in the Discussion Assignment by posting in the Discussion Forum and responding to peers as required may result in failure of the course.

Group Activity

During this course, you will be required to complete work as part of a small group. Group work is an important component of your coursework, allowing you to deepen relationships with classmates, get a more thorough understanding of the topics and it mimics the business environment in which projects are often conducted in small teams across different departments. Unless otherwise noted, you will be randomly assigned to groups and are expected to work with your teammates throughout the term.

Portfolio Assignments

Portfolio Assignments are graded by your instructor. The grading rubrics are listed under the assignment instructions. The grading rubric is a document that outlines the criteria that your instructor will use to grade your work.

Class Introductions

This section is your opportunity to introduce yourself to your classmates and create a vibrant learning community. By sharing your background, interests, and goals, you can create meaningful connections and discover commonalities with your peers.

Course Forum

The Course Forum is the place to raise issues and questions relating to the course. It is regularly monitored by the instructors and is a good place to meet fellow students taking the same course. While it is not required to participate in the Course Forum, it is highly recommended.

Assignment Submissions

You are encouraged to read the assignment guidelines and grading rubric prior to reading the related course material so you have a better understanding of what you are expected to glean from the reading to develop the assignment.

Students READ ME

It is your responsibility to complete all course requirements. The MBA courses are rigorous and require multiple assignments to be completed each week. You should take some time at the beginning of the course to review **all of the Unit Learning Guides** (located at the beginning of each unit) to get oriented to all of the work being assigned within this course. The Syllabus gives you an overview of the course work, but the Learning Guides clearly articulate all course assignments and their requirements.

Revisit the unit Learning Guides often to be sure that you are on track.



Course Policies:

Grading Components and Weights

Each graded component of the course will contribute some percentage to the final grading scale, as indicated here:

Grade Components

Course Requirements	Number of Items	Percentage
Discussion Forum Units 1-4	4	10%
Discussion Forum Units 5-8	4	10%
Portfolio Assignment	7	55%
Group Activity	1	25%
Total		100%

Grading Scale

This course will follow the standard 100-point grading scale defined by the University of the People, as indicated here:

Letter Grade	Grade Scale	Grade Points
A+	98-100	4.00
A	93-97	4.00
A-	90-92	3.67
B+	88-89	3.33
B	83-87	3.00
B-	80-82	2.67
C+	78-79	2.33
C	73-77	2.00
C-	70-72	1.67
D+	68-69	1.33
D	63-67	1.00
D-	60-62	0.67
F	Under 60	0.00

Grade Appeal

If you believe that the final grade you received for a course is erroneous, unjust, or unfair, please contact your course instructor. This must be done within seven days of the posted final grade. For more information on this topic, please review the Grade Appeal Procedure in the University Catalog.

Participation



Non-participation is characterized by a lack of any assignment submissions, inadequate contributions to the Discussion Forums, and/or lack of peer feedback to Discussion/Written Assignments. Also, please note the following important points about course participation:

- Assignments must be submitted on or before the specified deadline. A course timeline is provided in the course schedule, and the instructor will specify deadlines for each assignment.
- Occasionally there may be a legitimate reason for submitting an assignment late. Most of the time, late assignments will not be accepted and there will be no make-up assignments.
- All students are obligated to inform their instructor in advance of any known absences which may result in their non-participation.

Academic Honesty and Integrity

If and when you submit any work that requires research and writing, it is essential to cite and reference all source material. Failure to properly acknowledge your sources is known as “plagiarism” – which is effectively passing off an individual’s words or ideas as your own. University of the People adheres to a strict policy of academic honesty and integrity. Failure to comply with these guidelines may result in sanctions by the University, including dismissal from the University or course failure. For more information on this topic, please review the Academic Integrity Policy in the University Catalog.

Any materials cited in this course should be referenced using the style guidelines established by the American Psychological Association (APA). The APA format is widely used in colleges and universities across the world and is one of several styles and citation formats required for publication in professional and academic journals. Refer to the [UoPeople APA Tutorials in the LRC](#) for help with APA citations. For help with using library, kindly refer to [UoPeople Library](#).

Code of Conduct

University of the People expects that students conduct themselves in a respectful, collaborative, and honest manner at all times. Harassment, threatening behavior, or deliberate embarrassment of others will not be permitted.

Any conduct that interferes with the quality of the educational experience is not allowed and may result in disciplinary action, such as course failure, probation, suspension, or dismissal. For more information on this topic, please review the Code of Conduct Policy in the University Catalog.