



COURSE OUTLINE

COURSE NUMBER:	DPS 15121 PTW01
COURSE NAME:	Organizational Behaviour
METHOD OF DELIVERY:	ONLINE
INSTRUCTOR:	Joanne Zuk
INSTRUCTOR CONTACT:	joannezuk01@gmail.com
COURSE WEBSITE:	https://nexus.uwinnipeg.ca/
SUPPLIES:	Computer and Internet Access
COURSE START DATE:	January 11, 2021
COURSE END DATE:	April 4, 2021
EXAMINATION DATE:	Final Exam (Online via Nexus) April 5, 2021 Check Nexus for details

TECHNOLOGY REQUIREMENTS:	Laptop required
TEXTBOOK:	Nelson, D., Quick, J., & Armstrong, A., et.al (2019). ORGB. (3rd CAN ed.). Nelson

Consult the bookstore [website link](#) for the most recent textbook edition

PRE-COURSE READING: see lecture schedule

NEXUS:

Course materials, resources and assignments will be posted on Nexus, the online course management system, supporting the delivery of this course. Please use your WebAdvisor username and password to log in to Nexus system to retrieve these materials and to access important class communication. Not all part-time courses are posted on Nexus.

Important information regarding your UW student account can be found [here](#).

COURSE DESCRIPTION:

Organizational behaviour is the study of how and why people act within organizations and the impact this may have on others in the organization and on the organization itself. This course is highly interactive and is designed to provide participants with an understanding of organizational behaviour concepts, key management concerns, issues to be considered, and current theory and practises in dealing with these issues. Through assigned readings, case studies and lectures, students will gain a balanced perspective of theory and practical applications to their business environment.

LEARNING OUTCOMES:

On completion of this course, students should be able to:

- Describe key concepts and theories of motivation related to human behavior in organizational systems and connect these to current business situations and issues
- Understand how individuals and groups influence organizational culture and impact the dynamics of teamwork
- Evaluate different leadership styles and understand how to adapt these to individual employees and work environments;
- Develop strategies to facilitate collaboration and enhance the effectiveness of teamwork
- Understand the dimensions of culture on individuals and organizations

DISCLAIMER:

Please consider this course outline as a general guide. Time constraints and other unforeseen factors may require some adaptation of the course materials.

LECTURE SCHEDULE:

SCHEDULE DATES	LECTURE TOPICS	REQUIRED READINGS
Module 1 January 11- 17	Introductions, course outline, and expectations Organizational behaviour and opportunities	Chapter 1
Module 2 January 18- 24	Organizational challenges for today	Chapter 2
Module 3 January 25 -31	How we perceive others and how our personalities, emotions, and attitudes influence our behavior in the workplace	Chapter 3 Chapter 4
Module 4 February 1-7	Motivating ourselves and others	Chapter 5
Module 5 February 8- 14	The pitfalls and opportunities of leading and working within teams	Chapter 7 Chapter 9
Module 6 February 15- 21	Communication, conflict and negotiation	Chapter 8 Chapter 10
Module 7 February 22- 28	Power, politics, and leadership	Chapter 11 Chapter 12
Module 8	Understanding organizational culture	Chapter 13

March 1—7		
Module 9 March 8- 14	Group Presentation Week	
Module 10 March 15- 21	Managing change and stress at work	Chapter 6 Chapter 17
Module 11 March 22- 28	Learning, performance management, and career management	Chapter 14 Chapter 18
Module 12 March 29- April 4	The power of structure – design of jobs and organizations	Chapter 15 Chapter 16
April 5	Final Exam – Online via Nexus – Check Nexus for details	

Remember to complete your course evaluation immediately after this course is complete. We take your feedback very seriously and use it to continually improve our courses and programs.

- **Full time course evaluations are available on NEXUS**
- **Part time and online course evaluations will be emailed to you**

VOLUNTARY WITHDRAWAL:

Students can voluntarily withdraw from a course up to the 75% point in a course without any academic penalty. Note that this does not include the hours for the invigilated exams. It is the student's responsibility to withdraw this course to ensure no academic penalty is incurred. Please consult the Registration Office or Academic Advisor for a **Request for Voluntary Withdrawal** form.

METHOD OF EVALUATION:

VALUE	ITEM OF WORK	DUE DATE
30%	Case Studies The course contains 3 individual case study assignments that will require you to apply the lessons learned from the course into practical real-life situations. Details for each case study will be posted to the course website in NEXUS.	Assignment #1: January 27 Assignment #2: February 17 Assignment #3: March 24
30%	Weekly Assignments Marks Each week, short course-related assignments will be posted to NEXUS. The format and value of the assignments will change each week, and will include surveys, discussions, and other activities that help students to understand the course materials from a variety of perspectives.	Ongoing
20%	Group Project In assigned groups, students will research, write and present a 10-15-minute presentation expanding on a concept from the course. Your group will be allowed	March 8

	to choose from a list of general concepts covered in the course. Each group will decide the more specific focus for their research and presentation. Additional details will be posted to NEXUS.	
20%	Final Exam – Online via Nexus – Check Nexus for exam details The final exam will take place online and will cover all 18 chapters. It will include timed multiple choice and short answer components, and a timed case study/long answer component. You will have a set time on the exam date in which to complete each component.	April 5

All applicable assignments must be typed, as well as formatted and referenced according to the latest APA Edition specifications. See the policy on the [UWINNIPEG PACE Academic Writing Standards](#).

MINIMUM GRADE:

Students must receive a minimum grade of “C”, or better, in all courses within the program requirements to graduate.

PARTICIPATION:

Participation is an important component of a meaningful learning process. Contributions to class activities, group work, and class discussion will enhance your academic success and contribute to a more positive and productive learning environment. Participation is a reflection of actively engaging in class room work and attentiveness to the contributions of others and the instructor. Participation is also a reflection of being present in the classroom in a timely fashion and not distracting others.

PARTICIPATION GRADE RUBRIC:

GRADE	CHARACTERISTICS / DESCRIPTION
0-2%	Displays most or many of the following: Does not participate in class discussion. Does not ask questions. Does not listen when others speak or interrupts discussion. Is distracted during class (i.e. uses social media, cell phone, computer, sidebar conversations etc.). Is almost never prepared. Misses all or nearly all classes, is late for all, or nearly all, start of the class, or is late returning from breaks.
3-5%	Displays most or many of the following: Is present, but responds minimally when asked directly. Is adequately prepared for class, but does not analyze or provide interpretation. Rarely asks questions, and does not always listen when others speak; is sometimes distracted during class (i.e. uses social media, cell phone, computer, sidebar conversations, etc.). Is often absent, or late, for the start of the class or returning to class after break

6-8%	Displays most or many of the following: Well prepared and offers analysis in discussions. Contributes and interacts in class discussions – listens and responds to other students, asks questions, offers and supports other opinions, even those with differing views. Consistent involvement. Attends nearly every class, is rarely late for the start of the class or returning from break. Is largely attentive to class discussions and instructor. Rarely inattentive due to the use of cell phone, computer, or sidebar conversations, etc.
9-10%	Displays all or nearly all of the following: Very well prepared – read materials and relates it to other materials (readings, course material, discussions, experiences, etc.). Evaluates and analyzes material, and offers new and insightful approaches. Significantly contributes to discussion – listens to classmates and provides further analysis to maintain discussion. Very active discussion. Attends every class, is never late for the start of class or returning from break. Is always, or nearly always, attentive to class discussions and the instructor, never uses cell phone, computer or engages in sidebar conversation.

RESEARCH POLICY:

Students who plan to conduct research interviews, focus groups, surveys, or any other method of collecting data from any person, even a family member, must obtain the approval of the appropriate ethics committee before commencing data collection. Exceptions are research activities as a learning exercise to satisfy course requirements with no intent to publish as research.

POLICY FOR LATE ASSIGNMENTS:

All assignments will be given a due date. Individuals who cannot meet the deadline and have a legitimate reason (i.e., illness supported by a medical certificate relative to the due date), must request an extension in writing from the instructor no later than the 24 hours before the deadline.

- Students who do not receive an extension from the instructor will receive a grade of zero on the assignment if the assignment is not submitted by the due date.
- It is the student's responsibility to retain an electronic copy of ALL assignments submitted for grading.

STUDENT HANDBOOK AND ACADEMIC REGULATION AND POLICY INFORMATION:

Refer to the [Student Handbook](#) for academic and general PACE policies. This information is also available on the UWinnipeg PACE website.

It is the students' responsibility to read the policies outlined in the PACE Student Handbook for all University of Winnipeg Academic regulation and policy information.

ACADEMIC MISCONDUCT:

Please refer to the Academic Misconduct Policy in the most recent version of the University of Winnipeg General Calendar, under Student Discipline, Section 8a, or see:

- [Academic Misconduct Policy](#)
- [Procedures: Academic Misconduct Policy](#)

UWINNIPEG RESPECTFUL LEARNING POLICY:

All students, faculty and staff have the right to participate, learn and work in an environment that is free of harassment and discrimination. The UW Respectful Working and Learning Environment Policy may be found online at www.uwinnipeg.ca/respect.

OTHER EXPECTATIONS/GENERAL INFORMATION/GENERAL POLICIES:

Students are responsible for any course-related announcements or information that may be posted to NEXUS.

Students are responsible for ensuring they meet the minimum technological requirements for full participation in all aspects of the course (<http://pace.uwinnipegcourses.ca/sites/default/files/pdfs/forms/Technical%20Requirements%20for%20Online%20Students.pdf>) **The failure of personal computers and/or internet connectivity is not a valid reason to miss assignment or quiz deadlines, excepting when such incidents are a direct result of outages of the university system used for this course (i.e. Nexus).** Students with less reliable internet access are encouraged to avoid writing quizzes at the last minute to minimize the possibility of missed deadlines.

Regular participation in online discussion is a key component of this course. Students are responsible for checking the NEXUS and the discussion boards twice a week at a minimum. You are expected to respond to group members in a timely manner (within 36 hours). During weeks in which group assignments are due more frequent contact may be required.

ACADEMIC ACCOMMODATIONS:

Students with documented disabilities, temporary or chronic medical conditions, requiring academic accommodations for tests/exams (e.g., private space) or during lectures/laboratories (e.g., note-takers) are encouraged to contact Accessibility Services (AS) at 786-9771 or accessibilityservices@uwinnipeg.ca to discuss appropriate options. All information about a student's disability or medical condition remains confidential. <http://www.uwinnipeg.ca/accessibility>.

UWPACE GRADING SYSTEM:

Letter-Graded

A+	96-100
A	91-95
A-	83-90
B+	75-82
B	70-74
C+	66-69
C	57-65
D	50-56
F	under 50%
I	Incomplete

Pass/Fail

P	Pass
F	Failure

Non-Graded (Audit)

CP	Certificate of Participation (based on >75% attendance)
NC	No Certificate of Participation (based on <75% attendance)
I	Incomplete

DISCLAIMER:

Please retain a copy of this course outline for reference purposes and/or future academic endeavor.

Note: PACE archives course outlines in PDF format for a period of five years and charges an administrative fee for archived course outline requests.