

<b>Identification</b>	<b>Subject (code, title, credits)</b>	<b>MGT 410: Organizational Behavior – 3KU credits (6ECTS)</b>	
	<b>Department</b>	School of Economics and Management	
	<b>Program</b>	Undergraduate	
	<b>Term</b>	Spring 2023	
	<b>Instructor</b>	Hamid Alizadeh	
	<b>E-mail:</b>	hamid.alizadeh@khazar.org	
	<b>Classroom/hours</b>		
<b>Prerequisites</b>	None		
<b>Language</b>	English		
<b>Compulsory/Elective</b>	Compulsory		
<b>Required textbooks and course materials</b>	<p>Required readings</p> <ul style="list-style-type: none"><li>Robbins, S. P., Judge, T.A., Campbell, T. T. Organizational Behavior. (17<sup>th</sup> edition) Pearson International Edition. <b>ISBN-13:</b> 978-0-13-283487-2 <b>ISBN-10:</b> 0-13-283487-1-2010</li></ul> <p>Recommended readings and videos:</p> <ul style="list-style-type: none"><li>Pearson’s videos (supplied by the instructor).</li><li>Harvard Business Review: Today’s Management Tip <a href="http://www.hbr.org">www.hbr.org</a></li></ul>		
<b>Course outline</b>	This course is structured around the three core aspects of Organizational Behavior (OB) that include individual, group and organization system level. In addition to getting familiarized with the founding theories of the OB discourse, we will analyze how these theories speak to real-life situations at workplaces through various class activities.		
<b>Course objectives</b>	<p>The course will introduce students to the discipline of OB that is closely interrelated with the other courses of management track, such as Human Resources Management, Communication and Leadership. Having this in mind, OB is a field of study that ultimately contributes to reducing uncertainty that organizations are constantly struggling with and enables managers to make better and smarter decisions.</p> <p>Throughout the course, we will survey core concepts and factors that define and shape an employee behavior on individual and group level, as well as that of organizations in their entirety. Students will be encouraged to critically analyze each of these concepts and factors, and to improve their own managerial skills further within this context.</p>		
<b>Learning outcomes</b>	<p>By the end of the course students should be able to</p> <ul style="list-style-type: none"><li>obtain a clear understanding of organizational behavior</li><li>reflect on their own behavior and consider how it relates to skills of an effective manager</li><li>critically evaluate different issues involving elements of organizational behavior</li></ul>		
<b>Evaluation Methodology</b>	<p>(1) Attendance is mandatory and will be recorded 10 minutes into the beginning of every class. Some topics not covered in the textbook will be introduced in lectures to help better understand the subject. This may be asked during the exams.</p> <p>(2) Secondly, experience suggests that comprehension of course material and exam performance is directly proportional to efforts of students who regularly attend, are attentive and participate during lectures. Students found talking incessantly or disrupting the class with unnecessary comments will be given 2 warnings after which they will be politely asked to leave the class and may lose one point (per event) under the category ‘Class participation’.</p> <p>(3) Thirdly, participation during lecture promotes lively discussion and benefits the entire class, including the lecturer him/herself. Since the teaching medium is English, all students are expected to continuously develop their knowledge and abilities in writing and conversing in English for this subject.</p> <p>(4) Lastly, multiple-choice question form of exams is not encouraged for MBA students as they are expected to write and think in English. Thus, attendance, participation and conversing in English will account for 10 % of this subject's total grade.</p>		
<b>Teaching methods</b>	<b>Lecture</b>		X
	<b>Group discussion</b>		X
	<b>Case analysis</b>		X
	<b>Simulation</b>		X
	<b>Others (Exercises)</b>		X
<b>Evaluation</b>	<b>Methods</b>	<b>Date/deadlines</b>	<b>Percentage (%)</b>

	<b>Midterm Exam</b>		30
	<b>Attendance</b>		5
	<b>Activity</b>		5
	<b>Case studies</b>		5
	<b>Assignments</b>		5
	<b>Project Presentation</b>		10
	<b>Final Exam</b>	TBD	40
	<b>Total</b>		100
<b>Policy</b>	<b><u>Academic Integrity</u></b> Every student is expected to familiarize himself or herself with the academic honesty policy of Khazar University. Any evidence of cheating and/or plagiarism will be penalized to a full grade as per the university guidelines. As defined by dictionary.com: <b>Plagiarism</b> is an act or instance of using or closely imitating the language and thoughts of another author without authorization and the representation of that author's work as one's own, as by not crediting the original author:		
	<b><u>Grading and Class Requirements</u></b> Attendance is mandatory. Students may not miss more than one session, and in this case the instructor should be notified about student’s absence beforehand (not less than 24 hours before the class). <b><u>Tardiness – students submitting assignments beyond deadlines in excess of an average 25% for all assignments during the semester will lose 3 points out of a maximum of 10 points. Do not expect the instructor to entertain email requests for increasing points not deserved. Such requests include (“I need just half- more points to get a C, “ I need just 2 points to get a B or A/A+/A- grade”). I’m normally generous in awarding marks while evaluating papers. Mistakes in counting points will, however, be entertained.</u></b>		
	<b><u>Case Studies:</u></b> All Students are expected to answer case studies, preferably, based on the combination of all the following criteria. (a) Quote factual sources through a minimum use of case study text, (b) Quote links or publications (APA Style) (c) your own discernment (d) Organizational Theories (e) a resulting explanation that focuses on the heart of the issue at hand & (f) Suggestions on how to improve the situation.		
	<b><u>Assignments:</u></b> Be sure to give yourself plenty of time to complete various assignments not to be overwhelmed and tempted to inadvertently claim another’s work as your own (Plagiarism). Any suspicious assignment submission will be checked for plagiarism. Clearly, you will not learn or benefit cognitively by plagiarizing. Deadlines are to be strictly followed. Remember, the Instructor too has deadlines. No requests of extending deadlines will be entertained. Doing so will result in a Error 404, page not found i.e. your emails will go un-answered and disappear into the ethernet.		
	<b><u>Project Presentation:</u></b> Project presentation will take place through Teams (groups of 3) chosen at Random by the Instructor) will be graded on the following criteria: a) <u>Not reading from the phone/computer/pages</u> b) <u>Covering relevant topics mentioned in the presentation chapters</u> c) <u>Teamwork</u> d) <u>Quoting examples to explain the topic/issue</u> e) <u>Sticking to the allotted time (20 minutes per team).</u> f) <u>Depth of information presented.</u> g) <u>Not looking at the instructor while presenting your chapter content.</u>		
<b>Tentative Schedule – Spring 2023 – BBA</b>			
<b>Week</b>	<b>Date/Day (tentative)</b>	<b>Topics</b>	<b>Textbook/Assignments</b>
1		Course Overview, Getting to know one another and Introduction – What is OB? ; Presentation/project guidelines	Chapter 1
2		Diversity in Organizations; <i>Finalizing chapter presentation</i>	Chapter 2

		<i>Groups</i>	
3		Attitudes and Job Satisfaction	Chapter 3
4		Emotions and Moods	Chapter 4
5		Personality and Values	Chapter 5
6		<b>Mid-Term Exams; Perception</b> and Individual Decision Making	<b>Chapters 1-5;</b> Chapter 6
7		Motivation Concepts	Chapter 7
8		Motivation: From Concepts to Applications	Chapter 8
9		Foundations of Group Behavior	Chapter 9
10		Understanding Work Teams	Chapter 10
11		Communication	Chapter 11
12		Group Chapter Presentation - I / Leadership	Chapter 12
13		Group Chapter Presentation – II/ Power and Politics	Chapter 13
14		Group Chapter Presentation – III/ Conflict and Negotiation	Chapter 14
15		Foundations of Organization Structure	Chapter 15
	<b>TBD</b>	<b>Final Exam</b>	