

The University Of New York Tirana

Tirana, Albania

Organizational Behavior: Course Syllabus

Fall Semester 2007

Instructor: Elona Konomi-Garo, MPA, Harvard University, MA, Syracuse University
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Class Hours: Tuesday, 9.00-13.00
Office Hours: Tuesday, 13.00-15.00 email for appointment

Course Description:

Industrial & Organizational Behavior (OB) is the study and application of knowledge about how people, individuals, and groups act in organizations. Topics like personnel recruitment and selection, psychological testing, interviewing, training and performance evaluation are some of the major topics that will be discussed. The course quickly moves from theory to practice, allowing students to expand their knowledge base of people-centered organizations and skills in the context of systematic, total quality management processes. The classroom activities include both the traditional lecture approach along with student team-based *problem based learning* techniques.

Course Objectives:

This course will provide you with a comprehensive exposure to research and practices in the field of organizational behavior and psychology applied to work. The main objectives of the course are:

- to help you understand industrial and organizational behavior theory and phenomena from different perspectives
- to help you critically evaluate organizational concepts and ideas you encounter;
- to help you apply this knowledge to management practice through the diagnostic approach.

The course is designed so that the concepts covered in the readings are reviewed in class through a combination of lectures, class discussions and case studies. *Your ability to learn during this course will depend upon your understanding of the text and readings, an open and active participation during class, and your thoughtfulness in preparing for class.*

Prerequisites:

Students enrolling in this course must have successfully completed General Psychology course.

Textbook:

- Kreitner, Robert & Angelo Kinicki, Organizational Behavior, 6thth. Edition, 2004. McGraw-Hill; (*)
- Muchinsky, Paul M. Psychology Applied to Work, Brooks/Cole Publ. (7th ed.) (#)

Other Readings :

Handouts and special reading assignments will be used to augment the textbook.

Student Evaluation:

The final grade will be based on the following schedule:

		ESC
Class Participation & Attendance	10%	10%
Midterm Exam	25%	20%
Study cases and group work	30%	20%
Final Exam	35%	30 %
Project (ESC obligation)		20 %

Grading scales:

92-100 A	88-89.9 B+	78-79.9 C+	68-69.9 D+
90-91.9 A-	82-87.9 B	72-77.9 C	62-67.9 D
	80-81.9 B-	70-71.9 C-	60-61.9 D-
			0-59.9 F

Class participation is strongly encouraged to make this course a success for both you and the instructor.

General Policies:

1. Regular attendance is expected. If there is an urgent reason to be absent, please email the instructor in advance.

2. Assignments will be collected at the beginning of the class session. There will be a 10% daily deduction for late assignments (up to 3 days only, thereafter no grade will be given) unless you make special arrangements with the instructor in advance via email communications.
3. **Copying, cheating or plagiarizing has very serious consequences (be sure to reread the University policies on this important issue).**
4. Make-up exams will be given in the case of a confirmed medical excuse. If possible, please advise the instructor in advance by email.

Students With Learning Difficulties:

If you feel that you have special learning difficulties, please, make an appointment with Angela Gramo. She is trained to help students with learning difficulties. She has offered to provide this service to our students, just as it is offered in all American universities.

Course Outline: (the instructor reserves the right to modify the outline with advance notice given to students)

Lesson	Chapter	Topics	Special Notes
1	1 (*)	Course Introduction People Centered Organizations	Organizing Teams Course Expectations
2	8 & 9 (*) 12 (#)	Individual Behavior in Organizations Motivation	Study Case 1
3	6 (*) 10 (#)	Individual Behavior in Organizations Values, Attitudes, Abilities & Job	Study Case 2
4	5 & 7 (*) 4 (#)	Individual Behavior in Organizations Self-Concept, Personality, Emotions, Social Perception & Attributions	Study Case 3
5	5 & 6 (*)	Managing the Organizational & Global Environments	Study Case 4
6	2 & 4	The World of Organizational Behavior Managing Diversity & Managing Across Cultures	Guest speaker

7		Mid Term Exam	Written Test
	11 & 12 (*) 3 (#)	Group & Social Processes Group Decision Making & Group Dynamics	Study Case 5
8	13 (*) 9 (#)	Group & Social Processes Teams & Teamwork	Study Case 6
9	14	Group & Social Pressures Managing Conflict & Negotiation	
10	15	Organizational Processes Communication in the Internet Age	
11	16	Organizational Processes Influence Tactics, Empowerment & Politics	Study Case 7
12	17 (*) 13 (#)	Organizational Processes Leadership	“Lean on Me”-Movie
13	18 & 10 (*) 17 (#)	Individual & Organizational Processes Improving Individual Performance Creating Effective Organizations	Study Case 8
14	19 (*) 11 (#)	Organizational Processes Managing Change & Stress	Guest Speaker
15		Final Review	Team Role Play
	All	Final Exam	Written Final Test