Course Specifications

Course Title:	Managing Organizations & People
Course Code:	BUS570
Program:	MBA
Department:	Management
College:	College of Business Administration
Institution:	Prince Sultan University

Table of Contents

A. Course Identification

1. Credit hours: 3Hrs	

2. Course type
a. University ☐ College ☐ Department ■ Others ☐
b. Required ■ **Elective** ☐

3. Level/year at which this course is offered: Level 1/ Year 1

4. Pre-requisites for this course (if any)**: None**

5. Co-requisites for this course (if any)**: None**

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom	39	86%
2	Blended	6	14%
3	E-learning		
4	Correspondence		
5	Other		

7. Actual Learning Hours (based on academic semester)

No	Activity	Learning Hours
Contact Hours		
1	Lecture	39
2	Laboratory/Studio	
3	Tutorial	
4	Others (specify) Case Studies/Role play exercises/online tests	6
	Total	45
Other Learning Hours*		
1	Study	20
2	Assignments	10
3	Library	
4	Projects/Research Essays/Theses	30
5	Others (specify)	
	Total	60

* The length of time that a learner takes to complete learning activities that lead to achievement of course learning outcomes, such as study time, homework assignments, projects, preparing presentations, library times

B. Course Objectives and Learning Outcomes

1. Course Description

This course is designed to provide the students with cutting edge thinking on a various organizational behavior (OB) and management topics. It covers a wide breadth of OB theories and applications dealing with core topics including motivation, leader behavior and power, interpersonal communication, group structure and processes, attitude development and perception, change processes, conflict and negotiation, and work design.

2. Course Main Objective

The course aims to build a strong conceptual understanding of organizational behavior theories and concepts and provide the skills to put those ideas and theories into practice.

3. Course Learning Outcomes

	CLOs	Aligned PLOs
1	**Knowledge:**	
1.1	Describe the different concepts and theories of Organizational Behavior.	PLO1
2	**Skills :**	
2.1	Demonstrate the applicability of organizational behavior theories, models and concepts to understand the behavior of people and groups in the organization.	PLO1
2.2	Analyze the complexities associated with the management of the individual and group behavior in the organization and how OB theories and empirical evidence can help to understand and solve contemporary organizational issues.	PLO1,4
3	**Competence:**	
3.1	Demonstrate an ability to work effectively in teams.	PLO2
3.2	Produce and present a research paper/assignment integrating and applying the various contemporary topics in OB.	PLO2 PLO3

C. Course Content

No	List of Topics	Contact Hours
1	An Overview of Organizational Behavior	3
2	Individual Values, Perception and Reaction	3
3	Individual Characteristics	3
4	Motivation Behavior	3
5	Motivating Behavior with Work and Reward	3
6	Traditional Leadership Approaches	3
7	Contemporary Views of Leadership in Organizations	6
8	Communication	3
9	Groups and Teams	3
10	Managing Conflict and Negotiation	3
11	Decision making and Problem solving	3
12	Organizational Structure and Design	3

	Total	42

D. Teaching and Assessment

1. Alignment of Course Learning Outcomes with Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.0	**Knowledge**		
1.1	Describe the different concepts and theories of Organizational Behavior.	Lecture, Cases, Exhibitions, Class participation and discussion of real world. Introductory lecture gives an overview of the content and significance of the course and of its relationship to students' existing knowledge. Each subsequent lecture begins with a similar overview linking the particular content of the presentation to the general overview. Small group discussions review the content of each lecture and clarify any matters not understood.	**Direct assessment** Quiz Midterm examination Final Examination Case study **Indirect assessment** Mid-course feedback/ Course exit survey
2.0	**Skills**		
2.1	Demonstrate the applicability of organizational behavior theories, models and concepts to understand the behavior of people and groups in the organization.	Case discussions, case analysis, Article discussion role plays etc.	**Direct assessment** Written Case analysis, Group discussion, Midterm Exams **Indirect assessment** Mid-course feedback/ Course exit survey
2.2	Analyze the complexities associated with management of the individual and group behavior in the organization and how OB theories and empirical evidence can help to understand and solve contemporary organizational issues.	Case discussions, case analysis,	**Direct assessment** Written Case analysis **Indirect assessment** Mid-course feedback/ Course exit survey

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
3.0	**Competence**		
3.1	Demonstrate an ability to work effectively in teams	Class discussion and debates, Class participation in Article discussion role plays etc.	**Direct assessment** Paired/group presentation on an Article/Case, Group discussion, **Indirect assessment** Mid-course feedback/ Course exit survey
3.3	Produce and present a research paper/assignment integrating and applying the various contemporary topics in OB.	Get students to proactively sought an organization (can be own workplace) to examine.	**Direct assessment** Written Project Reports & Oral Presentations **Indirect assessment** Mid-course feedback/ Course exit survey

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Major Exam 1	Week No 6	%15
2	Quiz 1	Week No 4	%5
3	Major Exam 2	Week No 11	%20
4	Case studies/ Class Activities	All Weeks	% 5
5	Final Project and Presentation	Week 13/14	%15
6	Final Exam	Check Edugate	%40

*Assessment task (i.e., written test, oral test, oral presentation, group project, essay, etc.)

E. Student Academic Counseling and Support

Arrangements for availability of faculty and teaching staff for individual student consultations and academic advice :
Faculty is available during:
1. Exclusive office hour is provided 5-6 Pm every Tuesday
2. Office hours which is 4 hours per week
3. Advising hours which is 2 hours per week
4. Any time as agreed by faculty and students
5. Regular availability on email/LMS

F. Learning Resources and Facilities

1. Learning Resources

Required Textbooks	Ricky W. Griffin, Jean M. Phillips, Stanley M. Gully (2017). Organizational Behavior: Managing People and Organizations, 12th Edition Print ISBN: 9781305501393 Alternate Textbook Organizational behavior by Ivancevich, Konopaske, and Matteson, 10th or latest edition, published by McGraw Hill
Essential References Materials	• Leadership Quarterly (online) • Stephen P. Robbins and Timothy A. Judge (2015). Essential of Organizational Behavior-Global Edition, 16th Edition. UK: Pearson Education Ltd. • Academy of Management Annals (online) • Organization Studies (online) • Organization Science (online) • Organizational behavior Journal
Electronic Materials	Moodle, *Journals and periodicals and Case studies*
Other Learning Materials	

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	Suitable lecture room to accommodate the size of the students, LCD projector, strong bandwidth for internet connection
Technology Resources (AV, data show, Smart Board, software, etc.)	Computer, smart board, data show, access to Moodle and internet, and smart board
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	NA

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Effectiveness of Teaching and assessment, achievement of learning objectives, Quality of teaching & facilities, any other suggestions	Students	Course Evaluation
Effectiveness of Teaching and assessment, suggestions for improvement	Chairperson/Director/Peers	Class observation, peer review
Independent assessment of standards achieved by students through course exit survey	Students	Course Exit Survey (focused on achievement of CLO)

Evaluation areas (e.g., Effectiveness of teaching and assessment, Extent of achievement of course learning outcomes, Quality of learning resources, etc.)
Evaluators (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify)
Assessment Methods (Direct, Indirect)

H. Specification Approval Data

Council / Committee	
Reference No.	
Date	