ORGANIZATIONAL BEHAVIOR

Grado en Administración de Empresas / Bachelor in Business Administration BBA SEP-2023 OB-NBA.2.M.A

Area Human Resources and Organisational Behaviour

Number of sessions: 15

Academic year: 23-24

Degree course: SECOND

Number of credits: 3.0

Semester: 2º

Category: COMPULSORY

Language: English

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Kelly Nault is an Assistant Professor of Human Resources and Organizational Behavior at IE Business School. Her research examines status attainment in social groups via two pathways. First, how individuals enact behaviors to gain social rank and second, how expectations and stereotypes lead observers to confer status on individuals. Her work has been published in academic journals such as the *Academy of Management Annals*, *Organizational Behavior and Human Decision Processes*, the *Journal of Personality and Social Psychology*, and *Current Opinion in Psychology*.

Kelly holds a Ph.D. and M.Sc. from INSEAD, and a B.A. with Honors in Psychology from the American University of Paris.

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SUBJECT DESCRIPTION

This course offers an introduction to Organizational Behavior, a field on human differences, emotions, perceptions, behaviors, and interactions within the context of work organizations. More specifically, the topics include personality, attitude, emotion, and motivation at the individual level, as well as leadership, communication, and conflict at the group/team level. This course addresses issues such as understanding individual differences, motivating employees with various needs, leading groups and teams, resolving conflicts in an organizational context and, eventually, building a high-growth and sustainable organization where people will flourish.

LEARNING OBJECTIVES

Participants with successful completion of this course should achieve the following objectives:

1. Raise awareness and sensitivity regarding the impact of human-related issues in the workplace.
2. List basic organizational behavior principles and explain how these principles influence human behavior in the workplace.
3. Analyze individual human behavior by using knowledge of personality, attitudes, emotions, and motivations.
4. Understand group behavior elements, such as leadership, power, politics, communication, conflict, and negotiation.
5. Enhance critical thinking skills through case studies, class discussions, and group projects.

TEACHING METHODOLOGY

IE University teaching method is defined by its collaborative, active, and applied nature. Students actively participate in the whole process to build their knowledge and sharpen their skills. Professor's main role is to lead and guide students to achieve the learning objectives of the course. This is done by engaging in a diverse range of teaching techniques and different types of learning activities such as the following:

Learning Activity	Weighting	Estimated time a student should dedicate to prepare for and participate in
Lectures	10.67 %	8.0 hours
Discussions	6.67 %	5.0 hours
Exercises in class, Asynchronous sessions, Field Work	5.33 %	4.0 hours
Group work	26.67 %	20.0 hours
Individual studying	50.67 %	38.0 hours
TOTAL	100.0 %	75.0 hours

PROGRAM

PART 1: INTRODUCTION

SESSION 1 (LIVE IN-PERSON)

Overview of course syllabus and requirements.

Introduction to organizational behavior.

Book Chapters: Organizational Behavior

PART 2: THE INDIVIDUAL

SESSION 2 (LIVE IN-PERSON)

Personality.

Book Chapters: Organizational Behavior

SESSION 3 (ASYNCHRONOUS)

Attitudes.

Book Chapters: Organizational Behavior

SESSION 4 (LIVE IN-PERSON)

Emotions.

Book Chapters: Organizational Behavior

SESSION 5 (LIVE IN-PERSON)

Motivation.

Book Chapters: Organizational Behavior

SESSION 6 (ASYNCHRONOUS)

Applying motivational theories.

Book Chapters: Organizational Behavior

PART 3: THE GROUP

SESSION 7 (LIVE IN-PERSON)

Group behavior.

Book Chapters: Organizational Behavior

SESSION 8 (ASYNCHRONOUS)

Work teams.

Book Chapters: Organizational Behavior

SESSION 9 (LIVE IN-PERSON)

Leadership, power and politics.

Practical Case : Vincit: A Great Place to Work (HRO010269-U-ENG-WOD)
Book Chapters: Organizational Behavior

SESSION 10 (LIVE IN-PERSON)

Leadership, power, and politics (Cont.).

Book Chapters: Organizational Behavior

PART 4: THE ORGANIZATION

SESSIONS 11 - 12 (LIVE IN-PERSON)

Organizational culture and organizational change.

Book Chapters: Organizational Behavior (Chapter 15: Organizational Culture)
Book Chapters: Organizational Behavior (Chapter 17: Organizational Change)
Multimedia Material: Change Management Simulation: Power and Influence V3 (HBS 7611-HTM-ENG)

SESSIONS 13 - 14 (LIVE IN-PERSON)

Group presentations.

SESSION 15 (LIVE IN-PERSON)

Final Exam.

EVALUATION CRITERIA

criteria	percentage	Learning Objectives	Comments
Final Exam	40 %		
Online Tests	10 %		
Group Presentation	30 %		
Class Participation	20 %		

RE-SIT / RE-TAKE POLICY
Class Participation (individual): 20% of your grade. Class participation will be evaluated for in-person sessions. At baseline, everyone is expected to be prepared for each class and to be an active participant in class discussions. The class participation grade, however, will be evaluated according to the following scheme. Five points of this grade will be based on the collective participation effort of the class. The remaining ten points will be based on your contributions to discussion threads on Blackboard. The following point system will be used to assess each of these components.

- 0: No contribution to any discussion
- 1-4: Participating and part of the discussion.
- 5-8: Greatly involved in participation, having more than one good point to make.
- 9-10: Participating with really high-quality points, helping advance the discussion and sharpening the debate.

Quality includes among other things: (1) sound, rigorous, insightful diagnosis (e.g. sharpening of key issues, depth, and relevance of the analysis), (2) ability to draw on course materials and your own experience productively, (3) professionalism of your conduct (showing respect to all section members and their class contributions.)

The last five points of the participation grade will come from research activities. You may be given the chance to take part in research activities (e.g., survey, experiment) throughout the semester that will be used for research purposes. If you choose not to participate/if no activities are available, alternative activities will be offered for comparable credit.

Group Presentation (in groups): 30% of your grade. You need to form a group within the first 2 weeks of the semester. Please refer to the document **Group Presentation Instruction** for detailed information. 20 points of this grade will be based on your final group presentation. The remaining 10 points will be based on the asynchronous session assignments detailed in the Group Presentation Instruction document.

Online Tests (individual): 10% of your grade. There are 10 online quizzes on the MyLab platform (Lockdown Browser Required). Each quiz has 10 multiple-choice questions that you should finish within 20 minutes. Please make sure your internet connection before you start. Once you start one test, you have to finish it within one-sit. Also, the quizzes cannot be reopened/renewed once you start or when it passes the deadline. The deadline of each test can be viewed on MyLab platform. Access: IE Online Campus (Blackboard System) -> OB Course -> MyLab Management All Assignments (One example of the test on the list: Sn2 Test 1 Ch4 = Session2 Test 1 on Chapter 4).

Final Exam (individual): 40% of your grade. The final exam takes place at the end of the course and covers all topics and readings addressed in the course. The duration is 50 minuntes. Please note that there is a minimal passing grade of 4 (out of 10) for the final exam. In case you receive a lower than 4 in the final exam you will automatically fail the course. Refer to the following information for resit/retake policy.

RE-SIT / RE-TAKE POLICY

Each student has four (4) chances to pass any given course distributed over two (2) consecutive academic years. Each academic year consists of two calls: one (1) ordinary call (during the semester when the course is taking place); and one (1) extraordinary call (or "re-sit") in June/July.

Students who do not comply with the 80% attendance requirement in each subject during the semester will automatically fail both calls (ordinary and extraordinary) for that Academic Year and have to re-take the course (i.e., re-enroll) during the next Academic Year.

The Extraordinary Call Evaluation criteria will be subject to the following rules:

- Students failing the course in the ordinary call (during the semester) will have to re-sit evaluation for the course in June / July (except those students who do not comply with the attendance rule, and therefore will not have that opportunity, since they will fail both calls and must directly re-enroll in the course during the next Academic Year).

- It is not permitted to change the format nor the date of the extraordinary call exams or deadlines under any circumstance. All extraordinary call evaluation dates will be announced in advance and must be taken into consideration before planning the summer (e.g. internships, trips, holidays, etc.)

- The June/July re-sit will consist of a comprehensive evaluation of the course. Your final grade for the course will depend on the performance in this exam or evaluation only. I.e., continuous evaluation over the semester (e.g. participation, quizzes, projects and/or other grade components over the semester) will not be taken into consideration on the extraordinary call. Students will have to achieve the minimum passing grade of 5 and the maximum grade will be capped at 8.0 (out of 10.0) – i.e., "notable" in the extraordinary call.

- Re-takers: Students who failed the subject on a previous Academic Year and are now re-enrolled as re-takers in a course will need to check the syllabus of the assigned professor, as well as contact the professor individually, regarding the specific evaluation criteria for them as re-takers in the course during that semester (ordinary call of that Academic Year). The

maximum grade that may be obtained as a retaker during the ordinary call (i.e., the 3rd call) is 10.0 (out of 10.0).

After exams and other assessments are graded by the professor (on either the ordinary or extraordinary call), students will have a possibility to attend a review session (whether it be a final exam, a final project, or the final overall grade in a given course). Please be available to attend the session in order to clarify any concerns you might have regarding your grade. Your professor will inform you about the time and place of the review session.

- Students failing more than 18 ECTS credits after the June/July re-sits will be asked to leave the Program. Please, make sure to prepare yourself well for the exams in order to pass your failed subjects.
- In case you decide to skip the opportunity to re-sit for an exam or evaluation during the June/July extraordinary call, you will need to enroll in that course again for the next Academic Year as a re-taker, and pay the corresponding tuition fees. As you know, students have a total of four (4) allowed calls to pass a given subject or course, in order to remain in the program.

BIBLIOGRAPHY

Compulsory

- Stephen P. Robbins, Timothy A. Judge.. (2021). *Pearson MyLab Management - Instant Access - for Organizational Behavior.* Organizational Behavior, eBook, Updated18e, Global. Pearson. ISBN 9781292259239 (Digital)

This is the OB Liquid Pages your compulsory online book to follow your professor's course. Please go to the chapters section to find all the required theory, along with some videos and multimedia materials you will be required to read and watch to complement your learning.

https://www.ie.edu/ieliquidpages/ob/

BEHAVIOR RULES

Please, check the University's Code of Conduct here. The Program Director may provide further indications.

ATTENDANCE POLICY

Please, check the University's Attendance Policy here. The Program Director may provide further indications.

ETHICAL POLICY

Please, check the University's Ethics Code here. The Program Director may provide further indications.