Business Faculty
Department of Management
Syllabus

Subject Code : BIS08
Subject Title : **Psychology & Organizational Behavior**
Subject Specification : for 2nd semester
Subject Overview :

This course focuses on factors shaping individual, group, organizational and cultural dynamics, as they pertain to administration and management in organizations. In this course students will be exposed to many different views, concepts, and experiences concerning organizational behavior. The field of Organizational Behavior (OB) is concerned with the study of what people do, why they do in an organization, and how that behavior affects the performance of the organization.

Course Objectives :

By the end of the course, students will be able to:

1. Developing students' competencies and knowledge in the field of psychology and organizational behavior.
2. Developing the ability to identify strategies for improving behaviors on individual and organizational level.
3. Applying the knowledge in psychology to activities in human resources (recruitment, selection, training, performance assessment, employee motivation).
4. Developing the negotiation and emotion management skills.
5. Developing the competencies to cope and adapt to the internal and external environment requirements.

Course method :

- Lecture
- Group discussion
- Group presentation
- Case studies

Learning Outcome (Competence):

- Knowledge : understand that psychological factors can affect in personally, group in organization life.
- Skill : able to recognize how different personalities with different experiences and perceive, react, and adapt to situations in different ways.
- Attitude : apply organizational behavior theories and concepts to individual work experiences.

Course content :
The course will be held in 14 session, the content as follows:

Week	Topic
1	Introduction to Psychology & Organizational Behavior
2	Personality
3	Perception & Individual Decision Making
4	Motivation
5	Emotion & Moods
6	Communication
7	Foundation of Group Behavior
8	**Mid Term Examination**
9	Teamworking
10	Leadership in Organization
11	Conflict & Negotiation
12	Organizational Structure
13	Organizational Culture
14	Organizational Change
15	Review topic 9-13
16	**Final Examination**

Grading System

Course Evaluation:

As a general rule, students are evaluated based on the following criteria:

Final Examinations	35%
Mid-term Examinations	25%
Coursework and assignments	30%
Attendance	10%
TOTAL	100%

The student Grade Point Average (GPA) is organized into the following categories:

1. GPA of 0.00 – 1.99 = Fail
2. GPA of 2.00 – 2.49 = Pass
3. GPA of 2.50 – 2.99 = Credit
4. GPA of 3.00 – 3.49 = Merit
5. GPA of 3.50 – 4.00 = Distinction

Scheme of Work:

Session	Title/Topic	Area Discussion	Activities
1	Introduction to Psychology & Organizational Behavior	1. Definition & importance of Organizational Behavior (OB) studies. 2. Nature & Scope of B. 3. Contributing disciplines to the OB field.	Lecture, group discussion
2	Personality	1. Defining personality. 2. The Big five Personality Model. 3. Big Five traits & OB. 4. Personality types A & B. 5. Self-concept	Lecture, class discussion
3	Perception & Individual Decision Making	1. Defining perception. 2. Understand the nature of extra-sensory perception. 3. Appearance, age & attributions. 4. Link between perception & decision making.	Lecture, case study, class discussion

4	Motivation	1. Why study motivation? 2. Motives and motivation processes influence behavior. 3. Motivation theories. 4. The socialization process of motivating others.	Group presentation, class discussion, lecture
5	Emotion & Moods	1. What are emotions & moods? 2. Sources of emotions & moods. 3. Emotional labor. 4. Emotional intelligence. 5. OB Applications of Emotions and Moods.	Lecture, case study, class discussion
6	Communication	1. Why study communication? 2. Interpersonal communication. 3. Verbal communication. 4. Non-verbal behavior. 5. Cultural difference in communication style. 6. Organizational Communication.	Group presentation, class discussion, lecture
7	Foundation of Group Behavior	1. Defining & classifying groups. 2. Stages of group development. 3. Group properties: roles, norms, status, size, cohesiveness & diversity. 4. Group decision making. 5. Groupthink.	Group presentation, class discussion, lecture, quiz
8	**Mid Term Examination**		
9	Teamworking	1. Group & team. 2. Types of teams. 3. Characteristics of effective teams. 4. Create team player in organization. 5. Understand the continuing importance of teamworking.	Lectures, case studies, class discussion

10	Leadership in Organization	1. The concept of leadership & management. 2. Relationship between personality traits & effective leadership. 3. Behavioral style of leadership. 4. Factors that influence in leadership.	Group Presentation discussion, lecture
11	Conflict & Negotiation	1. A definition of conflict. 2. Views of conflict. 3. The conflict processes. 4. Distributive and integrative bargaining. 5. Five steps of the negotiation process. 6. Factors that influence negotiations.	Group Presentation discussion, lecture
12	Organizational Structure	1. Six elements of an organization structure. 2. Common Organizational Designs. 3. New design options. 4. Organizational designs & employee behavior.	Group Presentation discussion, lecture
13	Organizational Culture	1. Organization culture & characteristics. 2. Cultural approaches. 3. Organization socialization 4. Factor that influences organizational culture.	Group Presentation discussion, lecture
14	Organizational Change	1. Organizational change cycle. 2. Planning & implementing change 3. Change Model. 4. Resistant to change. 5. Good communication during change. 6. Organization Development.	Group presentation, discussion, lecture
15	Review topik 8-13		
16	**Final Examination**		

Midterm Exam Guideline **:** Written test (Short answer + essay)
Final Exam Guideline **:** Individual paper

References

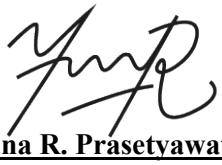
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