

ORG-637

ORGANIZATIONAL BEHAVIOR MANAGEMENT

INTRODUCTION

Welcome to ORG-637, Organizational Behavior Management. This course is designed to provide the most up-to-date coverage of the Organizational Behavior field. This course will allow students to encompass the complete field of organizational behavior by integrating topic coverage, theory and practice, company examples and a pedagogical focus.

The course begins with a review of the field of organizational behavior and focuses on ways to apply the scientific method to practical managerial problems. This information revolves around the three levels of analysis, which are individuals, groups and organizations. The course presents specific reference to the human relations movement including classical organizational theory and organization behavior behavior in the modern era.

Theories of learning are paralleled with actual practices. Systematic discussion of actual organizational practices illustrates how crucial the practice of organizational behavior is today. Examples and theories are presented on companies as diverse as entrepreneurial ventures to monoliths like General Motors and Exxon. In addition, information is presented with respect to the new forms of business that are emerging rapidly due to technological advances.

Individual differences within organizations are reviewed, including the effects this makes on organizational behavior. A wealth of information is presented on motivation in organizations, work-related attitudes, career management and stress. Special attention is given to the affects of group dynamics and effective team performance.

The organization as a whole is presented in several different aspects. This course review communications in organizations as the foundation and lays the groundwork for decision-making. Information is presented on prosocial and deviant behavior in organizations.

Awareness of the international nature of organization is presented throughout the course. The global nature of today's business is also defined.

INTRODUCTION (continued)

The course concludes with a review of the organizational processes and defines the basic dimensions of organizations. Ways of structuring organizations are reviewed. The role of technology in organizations is discussed in detail including human responses to technology and the uses of technology in modern organizations.

Throughout the course, you have the opportunity to examine and analyze data to enlarge on your understanding by researching programs, methods, and other pertinent information that may enhance you professionally.

We hope you will find this course a learning experience, enjoy.

COURSE OBJECTIVES

The objectives of this course are to provide the student a comprehensive body of information and an examination and analysis of theories, views, and key issues of Organizational Behavior Management.

Upon successful completion of this course, you will be able to:

- ◆ Examine the nature of Organizational Behavior.
- ◆ Review basic human processes.
- ◆ Examine and summarize the individual in the organization, specifically concerning motivation, work attitudes, careers, and stress.
- ◆ Describe group processes.
- ◆ Examine and explain influencing factors in organizations.
- ◆ Explain organizational processes.

LEARNING RESOURCES

This course utilizes a textbook and a Study Guide. The textbook is the primary source for the course. The Study Guide is prepared in conjunction with the textbook. The Study Guide is designed to guide and direct your learning activities to an understanding of the theories, concepts, principles and practices presented in the textbook. If you have any questions or need assistance, there will always be someone available to help you.

TEXTBOOK CONCLUSION

- ◆ **Notes:** Acknowledgments of books, journals, and writings specific to information presented in the Chapter.
- ◆ **Glossary:** The Glossary is an alphabetically arranged list of the key terms, phrases, abbreviations and acronyms. The glossary presents a valuable learning reference for reviewing the meaning of terms. Study the terms to enhance your understanding of the text material and to acquire the necessary vocabulary.
- ◆ **Photo Credits:** Identifies and acknowledges each photo found in the text.
- ◆ **Name Index:** An alphabetical listing of persons mentioned in the text, including the pages where each is mentioned.
- ◆ **Subject Index:** Comprehensive alphabetical list of topics covered in the course. The index can be useful as a quick reference to specific topics you want to review.

USING THE COURSE STUDY GUIDE

This Study Guide has been prepared in conjunction with the material in your textbook. Use the Study Guide as a instructional tool to help you progress through the course.

This course consists of 16 Chapters grouped into 6 Lessons. To ensure success of this course and achieve understanding of the Chapter contents, it is vital to read all 16 Chapters and complete the required assignments. It also includes two Projects and an open book proctored multiple-choice final exam.

LESSON I

CHAPTER 1: THE FIELD OF ORGANIZATIONAL BEHAVIOR

INTRODUCTION

This Lesson covers Chapter 1.

The human side of work is a critical element in the effective functioning of organization.

This Chapter provides background information necessary to distinguish the scope of organizational behavior and its potential value. It begins by formally defining organizational behavior and identifying its goals.

The Chapter summarizes the history of the field of organizational behavior, which includes a review of its origin and theories assisted in its development. This review continues through to the emergence of modern organizational behavior management.

Specific theories and studies are examined.

The Chapter concludes with an in-depth look at the factors that make organizational behavior the ever-changing field it is today. Globalization of the economy and diversification of the workforce are reviewed. The development of flexible new working arrangements and technological advances are also highlighted.

MEMORY CHALLENGE

(NO RESPONSE REQUIRED)

True/False Questions

1. Organizational behavior is an organization productivity orientation approach to organizational effectiveness. (False) (p.3)
2. Organizational behavior uses a qualitative, nonscientific approach to the study of human behavior in organizations. (True) (p.4)
3. Frederick W. Taylor's scientific management approach was unique in its focus on the individual. (True) (p.6)
4. The management writer who argued that organizations could benefit by attempting to recognize the needs of the worker was Mary Parker Follett. (True) (p.7)
5. It was the work of Max Weber that led managers to consider organizations as social systems. (False) (p.8)
6. The best known classical organizational theorist is Elton Mayo. (False) (p.10)
7. The concept that work can be both a productive effort while being a pleasant experience for the employee is an example of Theory X, Theory Y. (True) (p.12)
8. The organizational perspective, which is the opposite of scientific management's effort to find the one best way because it argues that organizational behavior is a complex phenomenon, is the contingency approach. (True) (p.14)
9. Nearly 70% of American companies face foreign competition today. (True) (p.16)
10. The 300 largest multinational corporations account for nearly half of the world's product assets. (False) (p.16)
11. The adjustment someone goes through when returning to their native culture after living in a foreign culture is culture shock. (False) (p.17)
12. A major force in the U.S. in the mid-1960's, that encouraged diversity in society was the civil rights movement. (True) (p.19)