

COURSE OUTLINE

Year: 2006/2007

LEVEL : II TERM 1

NAME OF THE SUBJECT: ORGANISATIONAL BEHAVIOUR

CREDITS: 4

NAME OF THE TEACHER: GISELA GARCIA

SHORT CV OF THE TEACHER:

Studies: Bachelor in labour Relations, Postgraduate in Labour Sciences, speciality of Human Resources from University of Barcelona. Master Degree in coaching, train the trainer and labour procedures by New York University.

Professional Background: A proven track experience in Human Resources working as:

- Organizational, Training and Staffing Specialist in General Electric Power Controls
- Training and Staffing Manager in Agfa Gevaert, S.A.U.
- Human Resources Director in Milcap Media Group Services.

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| SEMESTER 1 |
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COURSE DESCRIPTION:

The field of organizational behaviour is concerned with the study of what people do in an organization and how that behaviour affects the performance of the organization. In this course we will take a careful look at the personal system as an important modifier of human needs. With this course you will get the appropriate tools to be assessing, designing, delivering, and evaluating management systems for the future.

COURSE OBJECTIVE

This subject will provide an introduction to basic individual and group processes, as they affect people in organisations. Major theories and models in key areas of organisational behaviour will be examined; including group dynamics, motivation, stress, communication, conflict, power, strategy, structure and change management. Tutorials will emphasise the application of theories, through the use of exercises role plays and case studies.

COURSE STRUCTURE:

This course combines lectures, discussions and practical exercises.

SYLLABUS

| SEMESTER 1 | | | |
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| | | | CLASS SUBJECT |
| 12 Sept -15 Sept | Enrolment / Orientation / Registration Week | Wk 1 | |
| 18 Sept -22 Sept | Teaching Week 1 | Wk 2 | Introduction to Organizational Behaviour, |
| 25 Oct -29 Oct | Teaching Week 2 | Wk 3 | Leadership |
| 02 Oct -06 Oct | Teaching Week 3 | Wk 4 | Individual Development planning |
| 09 Oct -11 Oct | Teaching Week 4 12 Oct, 13 Oct Bank Holiday | Wk 5 | Management development |
| 16 Oct -20 Oct | Teaching Week 5 | Wk 6 | Talent identification and management |
| 23 Oct -27 Oct | Teaching Week 6 | Wk 7 | Managing change |
| 30 Oct -03 Nov | Teaching Week 7 01 Nov Bank Holiday | Wk 8 | Role play |
| 06 Nov -10 Nov | Teaching Week 8 | Wk 9 | Emotional Intelligence |
| 13 Nov -17 Nov | Teaching Week 9 | Wk 10 | Exercises |
| 20 Nov -24 Nov | Teaching Week 10 | Wk 11 | Identify types of power |
| 27 Nov -01 Dec | Teaching Week 11 | Wk 12 | Individual Behaviour: Areas of personality that affect performance |
| 04 Dec -08 Dec | Teaching Week 12 06 Dec – 08 Dec Bank Holiday | Wk 13 | Employee attitude. Level of job satisfaction |
| 11 Dec –15 Dec | EXAMS | Wk 14 | |
| | TOTAL HOURS | | |