University of Management and Technology

School of Commerce and Accountancy

Quaid e Azam Campus

Course Outline

Course Title: LEADERSHIP &ORGANIZATIONAL

BEHAVIOR

(MG-390)

Program	MCOM/BCOM HONORS
Credits Hours	3
Duration	15 Weeks / 30 Sessions
Prerequisites	Principles of Management and Introduction to Business
Resource Person	
Contact/Email	

COURSE DESCRIPTION:

Organization Behavior (OB) is the study of what people do in an organization and how their behavior affects the organization's performance. Because OB is concerned specifically with employment-related situations, it emphasizes behavior as related to concerns such as jobs, work, absenteeism, employment turnover, productivity, human performance, and management.

Although debate exists about the relative importance of each, OB includes the core topics of motivation, leader behavior and power, interpersonal communication, group structure and processes, learning, attitude development and perception, change processes, conflict, work design, andwork stress.

In this course we will examine management problems associated with "BEHAVIORS" in business organizations i.e. Individuals, Groups& Structure. The purpose of this course is to improve your effectiveness as a manager by introducing you to frameworks from social sciences that are useful for understanding organization processes and by giving you experience in applying these frameworks to specific cases.

The purpose of the course is to improve your ability to understand organizations and to act effectively in them. Attempts to improve organizations in the absence of understanding often make things worse instead of better. A solid understanding helps to minimize surprise, confusion, and catastrophe. Theory, skills, and sound intuition are all helpful and needed. This course seeks to develop sound intuition and expand your repository of theory and skills.

COURSE OBJECTIVES:

SR.	COURSE LEARNING OBJECTIVES	LINK WITH PROGRAM LEARNING OBJECTIVES
1	To understand what it takes to be an effective leader.	To hone participants' abilities through a well-developed and diversified program which is designed to equip graduates with essential leadership skills
2	To comprehend the process of developing effective relationships with a diverse collection of individuals, groups as well as teams; and be able to generate and implement new business ideas	To produce graduates who have well-rounded entrepreneurial skills - who not only have great ideas, but can also make things happen by starting their own ventures
3	To be able to diagnose common OB problems encountered within an organization and to come up with relevant set of solutions and recommendations.	To prepare participants for steering an organization through the difficult and turbulent global environment and enable the development of an implementable strategic business plan

4	To improve student's analytical abilities in interpreting the behaviors of others	To develop participants' expertise in order to increase their resourcefulness
5	To understand the basis of human behavior and to be able to assess why people do what they are doing, and vis-à-vis take actions	To inculcate skills for evidence based decision making in participants
6	To be able to apply the knowledge and concepts learnt in the class to real life organization and to come up with relevant set of solutions and recommendations	To enhance the proficiency of the graduates and groom them to deal with the complex business situations

TEACHING METHODOLOGY

The effectiveness depends upon the active and invigorated participation of each one of the participants. Please understand that lectures are conducted in this course to provide a medium for interaction and for crystallization of dialogue. They do not mean to act the way they typically do in a traditional class room setting. The overall weight is divided evenly between written and verbal performance during the course.

RECOMMENDED TEXT BOOKS:

- Organizational Behavior Improving Performance and Commitment in the Workplace (4th ed. 2014) by Colquitt, LePine and Wesson. Publisher McGraw Hill Education
- Organizational behavior (14th ed.) by Stephen Robbins, Timothy A. Judge, Neharika Vohra.

CLASSROOM BEHAVIOR:

- Regularity and Punctuality will be very strictly observed. You have an allowance of only six absences (Out of 30 sessions).
- In case you are absent in six classes, you will get an 'F' grade in the course.
- For leave, Prior Application approved by Batch Advisor is mandatory.
- Arrive in the class within 10 minutes of the scheduled time, Otherwise marked absent.
- If your group is making a presentation and you are not there, you will get a zero.
- No Quiz, Assignment, Project will be entertained after due date.
- Zero tolerance for Mobile usage in class.
- No participant will be allowed to sit without displaying its student card.

PARTICIPANT RESPONSIBILITIES:

Class Participation:

Positive, healthy and constructive class participation will be monitored for each class. Particular emphasis will be given during the presentation sessions. The manner in which the question is asked or answered will also be noted. Your behaviour, as business executives in the class will contribute to the class participation marks.

Honesty Policy:

A student found in cheating (plagiarism) on any exam/ assignment/ project, his/her case will be referred to Unfair Means Committee (UFM) that may result in no credit (i.e. no grade) for that exam/ assignment/ project. A deduction from the sessional marks and financial penalties are other possibilities as decided by the committee.

Plagiarism:

It is defined in dictionaries as "the wrongful appropriation, close imitation, or purloining (stealing) and publication, of another author's language, thoughts, ideas, or expressions, and the representation of them as one's own original work.

Assessment Criteria

Mid-Term	25%
Final exam	40%
Final Project & Presentation	15%
Quizzes	15%
Assignments	5%
Total	**100%**

Calendar of Course contents to be covered during semester

WEEK	TOPICS	LEARNING OBJECTIVE OF THIS TOPIC
1	Introduction	To know the Ground Rules, Class Introduction, Executive Summary. What is Organizational Behavior?
2.	Chapter 1	To describe Organizational Behavior (OB), field of OB, and Challenges & opportunities for OB
3	Chapter 4	To discuss Personality andValues, and their implications for managers
4	Chapter 7	To explore Motivation Theories, Concepts &their Application
5	Chapter 9	To acquire knowledge of Groups Behavior, its fundamentals, stages of group development, and group decision making
6	Chapter 10	To learn The concept of Work Teams, process of creating effective teams
7	Chapter 11	To describe and discuss Functions, process, types and barriers of Communication in Business
8		
9	Chapter 12	To explore Basic Approaches to Leadership
10	Chapter 12	To discuss Contemporary Issues in Leadership
11	Chapter 13	To get knowledge of Organizational Power, its basis; causes and consequence of Politics

12	Chapter 14	To be able to Explore different views about Conflict, conflict process, and Negotiate for organizational success
13	Chapter 15	To explain Foundations of organizational structure and its implication for OB
14		**Presentations**
15		**Presentations**