INSTITUTE OF BUSINESS ADMINISTRATION

COURSE OUTLINE

MGT 212: Organizational Behavior

SPRING 2012

Course Incharge: Dr. Erum Maqbool
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E-mail: maqboolerum@yahoo.com

Class Timings: Tuesday and Friday 10:00 – 11:15 am
Counseling Hours: Tuesday and Friday 11:30 am – 12:30 pm

Text Book:

Recommended Books:
- Luthans, F.; Organizational Behavior, 2008 Edition

Course Objective:
The objective of the course is to inculcate a positive and ethical approach in managing productive relationship with peers, superiors and subordinates by examining teams, individuals and networks in a business environment. This course aims to provide the theories, tools and frameworks for diagnosing and solving organizational problems.

Grading Plan:
- Quizzes 10%
- Live Case Study 10%
- Assignments/ Presentations /Literature Review for the Case 15%
- Class Participation 10%
- Midterm Exams 30%
- Final Exam 25%

Course Requirements:
- The students are expected to read the assigned chapters in advance. The entire chapter has to be studied for the exam/quizzes. The teaching methodology would be a combination of interactive discussions, case studies and lectures.
- It is mandatory for students to bring the text book to class.
- Although Principles of Management (MGT 201) is a prerequisite, the students will be expected to know the basic management concepts studied in that course.
- The students will regularly need to visit the website of the text book (http://highered.mcgraw-hill.com/sites/0073381233/student_view0/index.html)
- Students will arrange a guess speaker session during the semester.

Students Obligations:
- Be fully prepared for each class i.e. advance-reading of the particular chapter.
- Attend class regularly throughout the term
- Participate frequently in class discussions
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- Listen attentively to other students’ comments and questions
- Arrive promptly before each class session begins. Late arrivals distract other students and are liable for Absent Mark in the attendance register
- Submit the assignments on due dates
- All students are expected to show highest code of conduct, integrity and honesty
- Cell phones are to be turned off during class time and laptops are not to be used in class
- Students should abide by all IBA rules and regulations, not otherwise explicitly stated.

Instructor’s Obligations:
- Clearly communicate expectations about students’ performance
- Be prepared for class
- Be accessible to students
- Orchestrate class discussions in a way that maximize learning by all
- Finish class on time
- Provide prompt feedback to the class as a whole, and to individual students, whenever necessary

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Reading Assignment: Chapter 1 & 2 |
| 2    | Chapter 2: Individual Behavior, Personality, and Values  
Presentation:  
Group1 – Values in Workplace and Across Cultures  
Live Case – Formation of Groups  
Reading Assignment: Chapter 3 |
| 3    | Chapter 3: Perception and Learning in Organizations  
Presentation:  
Group 2 – Learning in Organization  
Live Case – Selection of Organization  
Reading Assignment: Chapter 4 |
| 4    | Chapter 4: Workplace Emotions, Attitudes, and Stress  
Presentation:  
Group 3 – Emotions at Workplace  
Group 4 – Work Related Stress  
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