



UNIVERSITI TEKNOLOGI MARA

ADM501: ORGANIZATIONAL BEHAVIOR

Course Name (English)	ORGANIZATIONAL BEHAVIOR APPROVED
Course Code	ADM501
MQF Credit	3
Course Description	This is an introductory course to the study of human behaviour in modern organizations. It gives priority to three aspects, namely individual, group and organizational level, and its implications for behaviour in the workplace. Additionally, various theories and models put forward, in discussing how organizational elements directly and indirectly affect the well-being of employees. As such, this course is a platform for providing knowledge and solutions to various behavioral issues that arise at the workplace.
Transferable Skills	1. Demonstrate ability to identify and articulate self skills, knowledge and understanding confidently and in a variety of contexts. 2. Demonstrate ability to socialize with people from different walks of life
Teaching Methodologies	Lectures, Blended Learning, Tutorial, Discussion, Presentation
CLO	CLO1 Explain the implications of individual, team and organizational processes in moulding employees' behaviours in the organization. CLO2 Report verbally and in writing the influence of individual, team and organizational processes in moulding employees' behaviour in the organization. CLO3 Analyse issues in relation to individual, team and organizational level influence in moulding employees' behaviours.
Pre-Requisite Courses	No course recommendations
Topics	
1. Introduction to Organizational Behavior 1.1) Define Organizational Behavior (OB) 1.2) Reasons for studying OB 1.3) Types of Individual's Behaviors 1.4) The three levels of analyzing OB; the individual, the team and the organizational processes.	
2. Individual Processes 2.1) Personality and Values at workplace 2.2) Perception and Learning 2.3) Emotions and Attitude 2.4) Motivations and Contemporary Theories of Motivation (Goal Setting Theory, Equity Theory, Expectancy Theory) 2.5) Stress and Its Management	
3. Team Processes 3.1) Types of Teams, Model of Team Effectiveness and Problems in Teams 3.2) Communication and Group Effectiveness 3.3) Conflict, Sources of Conflict and Its Management 3.4) Leadership and Contemporary Theories of Leadership (Contingency approach of leadership and Leadership Styles)	
4. Organizational Processes 4.1) Organizational culture; elements, its functions and strengthening organizational culture 4.2) Organizational change; forces, resistance, and approaches to organizational change	

Assessment Breakdown	%
Continuous Assessment	40.00%
Final Assessment	60.00%

Details of Continuous Assessment	Assessment Type	Assessment Description	% of Total Mark	CLO
	Presentation	Tutorial	10%	CLO2
	Quiz	Quiz	5%	CLO1
	Test	Test	15%	CLO1
	Written Report	Written Report	10%	CLO2

Reading List	Recommended Text	<ul style="list-style-type: none"> • Mc Shane, S. L., Olekalns, M. and Travaglione, T. 2016, <i>Organisational Behavior: Emerging Realities for the Workplace Revolution</i>, 5th Ed. Ed., McGraw-Hill Education North Ryde, N.S.W.
	Reference Book Resources	<ul style="list-style-type: none"> • Mc Shane, S. L and Von Glinow, M.A. 2014, <i>Organizational Behavior</i>, 7th Ed. Ed., McGraw-Hill New York • Buchanan, D.A. and Huczynski, A. A. 1985, <i>Organizational Behaviour, Introductory text.</i>, 7th Ed. Ed., Prentice Hall. New York • Newstrom, J.W. 2014, <i>Organizational Behaviour at work</i>, 14th Ed. Ed., McGraw-Hill Boston. • Robbins, S.P. And Judge, T.A. 2013, <i>Organizational Behavior</i>, 15th Ed. Ed., Pearson/Prentice Hall. Upper Saddle River • Schermerhorn, J.R., Uhl-Bien M. and Osborn R.N. 2010, <i>Organizational Behaviour</i>, Wiley New York • McShane, S.L., & Glinow, M.A.V. 2018, <i>Organizational Behavior: Emerging Knowledge, Global Reality</i>, 8th Ed., McGraw-Hill Education International Edition New York [ISBN: 978-1-259-921] • Robbins, S.P. 2015, <i>Essentials of Organizational Behavior</i>, 13th Ed. Ed., Pearson/Prentice Hall Upper Saddle River • Herbert, T.T. 1976, <i>Organizational Behavior: Readings and Cases</i>, Macmillan Publishing Co. New York
Article/Paper List	This Course does not have any article/paper resources	
Other References	This Course does not have any other resources	