

PURDUE
UNIVERSITY®
FORT WAYNE
Doermer School of Business

Course Syllabus for
BUS30200-02I – Management and Behavior in Organization (CRN 32030)

Semester	Format	Instructor
Summer 2019	On-Line Class	Dr. Zelimir W Todorovic

OFFICE PHONE: 481-6940

OFFICE: Neff 340L

OFFICE HOURS: As per student schedule (or by appointment)

E-MAIL: todorovz@pfw.edu

WEBSITE: <http://users.pfw.edu/todorovz/>



TEXTS: Richard L. Daft, Management, 12th edition, Cengage
(ISBN-10;1-28586198-1).

OTHER READINGS: (1) Other readings (online and/or hard copy) as assigned by the instructor.

Course Objectives

Apply key organizational behavior concepts to real world situations;

Develop effective solutions to management problems by integrating organizational behavior (OB) concepts, frameworks, and techniques;

Understand their own behavior and the impact it can have on others;

Use tools and frameworks to evaluate real world situations involving people in organizations and determine effective courses of action.

A quote from a Canadian Hockey Player:

“You miss 100% of the shots you never take” (Wayne Gretzky)

Course Requirements

GENERAL DESCRIPTION

This course is intended to introduce a student to the field of Management. In this course we will get to explore the field of Management by considering the concepts of innovative management and the evolution of the Management thought. We will also examine the environment in which the process of management occurs. In doing so we will look at the corporate culture, the global environment, ethics and social responsibility, and the small business start-up environment. We will also consider the role that planning plays in management by looking at goal setting, strategy formulation and execution, and managerial decision making. Leadership, Organizational design, change and innovation management, human resource management and the management of diversity is also examined. We will explore general leadership theory, individual leadership behavior, employee motivation, effective communication and group leadership. Essentially, this course is a buffet of the management menus, and a chance for students to determine which areas of management they are most interested in.

This is a “big picture” course, a trait that makes it a truly different kind of course from other business school courses. Virtually all of the other required and elective courses students take were concerned with a specific functional area (production, marketing, finance, accounting) and/or a well-defined body of knowledge (economics, statistics, legal environment). Its very likely that a few of your previous courses have been highly structured and related closely to a well-developed body of theory. Some provided quantitative techniques for students to engage. Others related to information and specific skills the faculty believe students need to acquire. This course shares few of these traits.

This course is designed to help prepare students for the present business environment. Consequently, professional behavior by the students, including timely material completion, regular attendance and participation (online or in person) is expected. Because this course emulates real business environment, students **are intentionally exposed to ambiguity including that of class design**. This may include introduction of cases, text/lecture discussion notes etc., without prior warning. This ambiguity is necessary for two principal reasons: (1) More closely emulate true business environment, and (2) allow students to develop greater flexibility and confidence dealing with change.

GRADING FORMAT

Quizzes (1.579% per chapter open book – time limited)	30%
Theory Exams (3.685% per chapter, open book – time limited)	70%

(Please note: Blackboard points represent percentage points only as a reflection to students on their comprehension of material. Blackboard points are not used in final mark calculation as quizzes carry lower weight than exams)

Total **100%**

GRADING SCALE

A+ = 97-100%	A = 93-96%	A- = 90-92%
B+ = 87-89%	B = 83-86%	B- = 80-82%
C+ = 77-79%	C = 73-76%	C- = 70-72%
D+ = 67-69%	D = 63-66%	D- = 60-62%
F = <60%		

QUIZZES

Students will be expected to do their quizzes within two days of quizzes being open, and before the next EXAM. Quizzes are open book and time limited tests done through the blackboard. Computer will randomly select a predetermined number of questions for each student from the question pool. Quizzes are designed to help students evaluate whether they mastered the material from the textbook before they take the formal theory exam. As such, quizzes count for much less than the exams, and are meant to prepare the student for the exam.

Each student will have three attempts for each quiz - where the best score will be taken as the final exam grade. No backtracking is allowed.

THEORY EXAMS

Students will be expected to take multiple theory exams in this course using blackboard. Exams are open book and time limited. Computer will randomly select a predetermined number of questions for each student from the question pool. If students miss an exam (without medical justification) students will incur a penalty.

Each student will have three attempts for each exam - where the best score will be taken as the final exam grade. No backtracking is allowed.

ONLINE COURSE FORMAT

In today's day and age, the nature of work, and thereby the nature of learning is continuously changing. Work structures are becoming more fluid and more competitive. These changes have a significant impact on our families and our lifestyle. Learning is by no means an exception to these changes, as more and more of us realize that learning never stops.

Recognizing these needs, Purdue University, Fort Wayne continues to maximize online technologies to continue to present our students with excellent learning opportunities where ever they are. Online class, however, carries the same standards that our in-person or hybrid classes carry. We are determined to offer our students the same (if not higher) learning, skill set development and analysis opportunities as they would have in a more traditional venue.

OTHER

Students are responsible for all the material in the textbook, cases and classroom discussions. Students are expected to check the website 24 hours before each class. Website will be used to communicate any changes in topics, meeting times or events. As much as all effort has been made to describe M590 in this syllabus, this syllabus is subject to change at the sole discretion of the instructor.

WEBSITE RESOURCES



Students are expected to utilize university website resources, especially Blackboard. Students need to make sure students are familiar with the blackboard design and layout. Considering that all the quizzes and exams in this class are done through the blackboard,

students are advised to be or become familiar with the Blackboard before the onset of first week's assessment (ie., quizzes and exams)

Students also have access to Instructor's own Webpage found at the page 1 of this syllabus. Students can reach the course web page by going to the home page (<http://users.pfw.edu/todorovz/>). And chose "current students" link followed by appropriate course number link, students will have access to a copy of the syllabus as well as other useful and helpful links.

ACADEMIC INTEGRITY

The Academic Honor Code will be in effect throughout all aspects of this course. All violations of the university's policy on academic integrity will be dealt with swiftly and fairly. Students found guilty of academic dishonesty, which includes (but not limited to) cheating, plagiarism, or collusion, are subject to disciplinary action. For detailed information on academic integrity, refer to the university's Academic Honor System.

STUDENTS WITH DISABILITIES

The University complies with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. Students with disabilities who seek academic accommodations should register with and provide documentation to the Student Disability Resource Center (SDRC) and bring a letter to the instructor from the SDRC indicating the approved academic accommodations. This should be done within the first week of class.

DIVERSITY AND NONDISCRIMINATION

Purdue University is committed to maintaining a community that recognizes and values the inherent worth and dignity of every person; fosters tolerance, sensitivity, understanding, and mutual respect among its members; and encourages each individual to strive to reach his or her own potential. In pursuit of its goal of academic excellence, the university seeks to develop and nurture diversity. The university believes that diversity among its many members strengthens the institution, stimulates creativity, promotes the exchange of ideas, and enriches campus life. IPFW prohibits discrimination against any member of the university community on the basis of race, religion, color, sex, age, national origin or ancestry, marital status, parental status, sexual orientation, disability, or status as a disabled or Vietnam-era veteran (see Student Handbook).

Course Schedule

(subject to change by the instructor)

WEEKLY ACTIVITY / READINGS AND LECTURES	WEEKLY QUIZZES	WEEKLY EXAMS
May 13 - May 19, 2019		1
Readings: Chapters 1 through 3 Watch Online Lectures Chapters 1 through 3 Watch Enrichment Video: Week 1 (GM)	<u>Quiz 1</u> (Open all day Wednesday until Friday noon)	<u>Exam 1</u> (Open from Friday noon till Sunday Midnight)
May 20 - May 24, 2019		2
Readings: Chapters 4 through 6 Watch Online Lectures Chapters 4 through 6 Watch Enrichment Video: Week 2 (Enron)	<u>Quiz 2</u> (Open all day Wednesday until Friday noon)	<u>Exam 2</u> (Open from Friday noon till Sunday Midnight)
May 27 - May 31, 2019		3
Readings: Chapters 7 through 9 Watch Online Lectures Chapters 7 through 9 Watch Enrichment Video: Week 3 (Ping Golf)	<u>Quiz 3</u> (Open all day Wednesday until Friday noon)	<u>Exam 3</u> (Open from Friday noon till Sunday Midnight)
June 3 – June 7, 2019		4
Readings: Chapters 10 through 12 Watch Online Lectures Chapters 10 through 12 Watch Enrichment Video: Week 4 (Practical Aspects of Management)	<u>Quiz 4</u> (Open all day Wednesday until Friday noon)	<u>Exam 4</u> (Open from Friday noon till Sunday Midnight)
June 10 – June 14, 2019		5
Readings: Chapters 13 through 15 Watch Online Lectures Chapters 13 through 15 Watch Enrichment Video: Week 5 (Southwest)	<u>Quiz 5</u> (Open all day Wednesday until Friday noon)	<u>Exam 5</u> (Open from Friday noon till Sunday Midnight)
June 17 – June 21, 2019		6
Readings: Chapters 16 through 19 Watch Online Lectures Chapters 16 through 19 Watch Enrichment Video: Week 6 (Internationalization and Globalization)	<u>Quiz 6</u> (Open all day Wednesday until Friday noon)	<u>Exam 6</u> (Open from Friday noon till Saturday Midnight)

Please watch all videos before attempting to do the exams

Notes about the Exams:

1. All Exams are open book (single person), time limited, no backtracking.
2. Each student has three attempts at the exam. The highest grade will be retained
3. Exams will consist of 30 questions per chapter, 50 seconds per question.
4. All exams are online. Please make sure your internet is as good as possible.

