MGT 301 - Organizational Behavior
Spring 2004
Dr. Dale Krueger

OFFICE HOURS:  M 2:00-2:30
TTH 10:50-12:20
W 2:00-2:30/5:30-6:30

OFFICE PHONE:  271-5830
HOME PHONE:  232-1969

REQUIRED MATERIALS: Organizational Behavior, Robbins, 10th ed.
Other material appropriate to the course will be placed on library reserve or handed out in class at appropriate points throughout the semester.

TESTING/GRADING PROCEDURE

<table>
<thead>
<tr>
<th>Activity</th>
<th>Points</th>
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<tbody>
<tr>
<td>4 Hourly Exams (includes final)</td>
<td>100</td>
</tr>
<tr>
<td>Study Questions/ Exam I, II &amp; III*</td>
<td>10 each</td>
</tr>
<tr>
<td>Group Work**</td>
<td>4 each</td>
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<tr>
<td>Case Studies</td>
<td>10 each</td>
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Case Studies (Group) **Group Case Studies** ns can reduce your grade.

COURSE DESCRIPTION
The course focuses on today's rapidly changing environment from a behavior perspective which enables the student to develop and apply behavioral and leadership techniques to different human relation situations.

The dynamics of individual behavior, group and the organizational system are explored to enable the student to understand perspectives associated with globalization, information technology, empowerment, benchmarking, diversity, ethics, leadership and teamwork.

STUDY GUIDE
Study questions are collected next class period after the lecture. (NO EXCEPTIONS)
Students that fail to hand in study questions lose their ten points. All study questions must be typed for the ten points and each question has to have key words underlined for memorization. These study questions require listening, note taking comprehension, organizing, writing and a variety of critical thinking techniques that students need to develop.

GROUP WORK
Group work requires student to regularly attend class. Students that cannot attend class regularly should drop the course until they can arrange their schedule accordingly. Students must be in class to receive 4 points for team exercises. These
exercises include not only the team exercise but also the individual exercise within the team that permits the team to synthesize the solution or viewpoint. The process includes public speaking and class participation.

**GRADING:**
Students will generally be graded according to the following scale. The instructor reserves the right, however, to alter the grading scale when assigning final grades for the course.

- A 90% and above
- B 80% through 89%
- C 70% through 79%
- D 60% through 69%
- F Below 60%

The instructor reserves the right to present and discuss concepts not included in the text.

**FINAL GRADES:**
DUE TO THE PRIVACY ACT, GRADES WILL NOT BE POSTED IN THE DEPARTMENT OF BUSINESS. THE DEPARTMENT SECRETARY AND ASSISTANTS WILL NOT BE PERMITTED TO DISCLOSE GRADES.

**MAKE-UP POLICIES:**
An hourly examination may be made up if the student can demonstrate reasonable cause for missing the examination. However, the make-up exam's may be given at the end of the course during the week of finals. In the event that the instructor is not pre-notified permission to take a make-up exam may not be granted. However, grades on make-up exams will count no higher than other exam grades. No make-up exams will be permitted on the final examination and no incompletes will be allowed.

**POLICIES REGARDING PAPERS:**
All papers and homework must be typed and bear a specific due date and students are expected to meet that deadline to receive credit. Each student, however, is supposed to do his or her own work. In the event that the instructor determines that independent work was not performed, the instructor reserves the right to deprive the student of credit for that paper.

**COURSE OBJECTIVES:**
1. The student should gain a thorough understanding & knowledge of the strategic management model.
2. The course provides the student with the foundation for understanding and analyzing cases to enable the student to develop competitive strategies for actual companies.
3. The course provides the student strategic analysis for forecasting on an industry, national, global, and international basis.
4. The student should gain an understanding on how to develop strategies by considering the information technology, structure, leadership, culture, reward systems, action plans, tactics, & continuous employee empowerment & improvement.
5. Higher level critical thinking is a prime objective of this course along with developing better organizational ability and writing skills. Perspectives in the areas of ethics, diversity, globalization, teamwork, interpersonal leadership skills, public speaking, and research methods are also important aspects of the course.

**HANDICAP STUDENTS:**
"Any student in this course who has a disability that prevents the fullest expression of abilities should contact me as soon as possible so that we can discuss class requirements & accommodations."