

**Note:**

**Course content may be changed, term to term, without notice. The information below is provided as a guide for course selection and is not binding in any form, and should not be used to purchase course materials.**

## ***COURSE SYLLABUS***

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### **BUSI 340**

#### **ORGANIZATIONAL BEHAVIOR**

#### **COURSE DESCRIPTION**

This introductory course in organizational behavior integrates the management and behavioral principles, techniques, and concepts associated with the productivity of organizational resources. It focuses on human behavior in organizations and is primarily concerned with improving organizational efficiency and effectiveness through increased understanding of the behavior of people at work.

#### **RATIONALE**

Part of being successful in the workplace is knowing how to work with people. As part of the LU Online Business program, this course equips students with managerial and behavioral skills so that they can successfully contribute to the efficiency and effectiveness of business organizations.

#### **I. PREREQUISITES**

BUSI 310 or consent of the instructor

#### **II. REQUIRED RESOURCE PURCHASES**

Click on the following link to view the required resources for the term in which you are registered: <http://bookstore.mbsdirect.net/liberty.htm>

#### **III. ADDITIONAL MATERIALS FOR LEARNING**

- A. Computer with basic equipment
- B. Internet access (broadband recommended)
- C. Microsoft Word  
(Microsoft Office is available at a special discount to LU students.)

#### **IV. MEASURABLE LEARNING OUTCOMES**

Upon successful completion of this course, the student will be able to:

- A. Discuss individual behavior, values, and personality.
- B. Summarize the perceptions, learning, emotions, attitudes, and motivation in organizations.
- C. Describe applied performance practices and stress management.

- D. Examine decision-making and creativity.
- E. Explore the foundations of team dynamics.
- F. Discuss high performance team development
- G. Communicating in teams and organizations.
- H. Compare and contrast power and influence in organizations.
- I. Discuss conflict and negotiations in the workplace.
- J. Define leadership in organizational settings.
- K. Analyze organizational structure and design
- L. Explain the dynamics of organizational culture.
- M. Identify major issues in organizational change.

## V. COURSE REQUIREMENTS AND ASSIGNMENTS

- A. Textbook readings and lecture presentations/notes
- B. Discussion Board Forums (4)

At the beginning of each module, the student will choose a key term to research. Each student will be required to write a thread of at least 400 words on the key term, complete with page references and specifics to document the response. The thread will then be posted to the Discussion Board. Correct use of English and grammar are required.

Additionally, each student will be required to post a substantive written reply of with minimum of 200 words to *at least* two other students' Discussion Board threads. Two replies is the *minimum* requirement.

- C. Individual Learning Project

Throughout the course, the student will complete fifteen self-assessment activities. The student will then write a full-page analysis of each and combine all fifteen together according to the provided format for submission at the end of the course.

- D. Tests (4)

Completion of four tests will be required in this course; one each in Weeks 2, 4, 6, & 8. The tests are open-book, and typically comprised of true/false and/or multiple-choice questions with 50 contiguous minutes to complete each test, as it must be completed in one sitting.

**VI. COURSE GRADING AND POLICIES****A. Points**

DB Forum thread	(4 at 60 pts ea)	240
DB Forum replies	(4 at 40 pts ea)	160
Individual Learning Project		200
Tests	(4 at 100 pts ea)	400
	<b>Total</b>	<b>1000</b>

**B. Scale**

A = 900–1000    B = 800–899    C = 700–799    D = 600–699    F = 0–599

**C. Late Submissions**

Late work will not be accepted.

**D. Plagiarism**

Failure to cite all sources used in your papers, or plagiarism of any kind may result in failing the course. For a definition of plagiarism and related policies, refer to the Academic Integrity Policy found via the Student Expectations link in the course.

**E. Disability Assistance**

Students with a documented disability may contact LU Online's Office of Disability Academic Support (ODAS) at [LUOODAS@liberty.edu](mailto:LUOODAS@liberty.edu) to make arrangements for academic accommodations.

## ***COURSE SCHEDULE***

### **BUSI 340**

Textbook: McShane & Von Glinow, *Organizational Behavior*, 5th ed., (2010).

<b>WEEK/ MODULE</b>	<b>READING &amp; STUDY</b>	<b>ASSIGNMENTS</b>	<b>POINTS</b>
<b>1</b>	McShane: chs. 1 & 2 presentations (2)	Course Requirements Checklist Class Introductions DB Forum 1 thread	0 0 60
<b>2</b>	McShane: chs. 3 & 4 presentations (2)	DB Forum 1 reply Test 1	40 100
<b>3</b>	McShane: chs. 5 & 6 presentations (2)	DB Forum 2 thread	60
<b>4</b>	McShane: chs. 7 & 8 presentations (2)	DB Forum 2 reply Test 2	40 100
<b>5</b>	McShane: chs. 9 & 10 presentations (2)	DB Forum 3 thread	60
<b>6</b>	McShane: chs. 11 & 12 presentations (2)	DB Forum 3 reply Test 3	40 100
<b>7</b>	McShane: chs. 13 & 14 PowerPoint Presentations	DB Forum 4 thread	60
<b>8</b>	McShane: ch. 15 presentation	DB Forum 4 reply Individual Learning Project Test 4	40 200 100
<b>TOTAL</b>			<b>1000</b>

DB = Discussion Board

**NOTE:** Each course week (except week 1) begins on Tuesday morning at 12:00 a.m. (ET) and ends on Monday night at 11:59 p.m. (ET). The final week ends at 11:59 p.m. (ET) on Friday.