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Spring 2-1-1996

PSC 495.01: Organizational Behavior

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Political Science 495
ORGANIZATIONAL BEHAVIOR
Spring 1996

Professor Greene
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COURSE DESCRIPTION

This course is designed to familiarize students with behavioral skills that research has shown to be important contributors to managerial effectiveness. Students will assess their current strengths and weaknesses in each behavioral area, increase their cognitive understanding of these skills, and begin the process of improving their skills by applying the behavioral principles they learn to a variety of case studies and exercises.

REQUIRED TEXT

David A. Whetten and Kim S. Cameron, *DEVELOPING MANAGEMENT SKILLS* (New York: HarperCollins, 1995).

COURSE REQUIREMENTS AND GRADING

Students are required to complete 11 weekly assignments and to be prepared to discuss them in class. Weekly assignments (100 points each) will be graded according to a) the thoughtfulness with which students assess their own strengths and weaknesses and analyze what they are learning about themselves, b) the seriousness and thoroughness of analysis reflected in their written assignments, and c) the extent to which their written assignments demonstrate superior understanding of the concepts introduced in the text. Students will also be evaluated based on the quality of in-class participation (100 points possible)

WEEKLY ASSIGNMENTS

- | | |
|--------|---|
| Feb 7 | <u>Introduction</u>
Read the introductory chapter and complete written assignment. |
| Feb 14 | <u>Developing Self-Awareness</u>
Read Chapter 1 and complete written assignment. |
| Feb 21 | <u>Managing Stress</u>
Read Chapter 2 and complete written assignment. |

- Feb 28 Solving Problems Creatively
Read Chapter 3 and complete written assignment.
- March 6 Communicating Supportively
Read Chapter 4 and complete written assignment.
- March 13 Gaining Power and Influence
Read Chapter 5 and complete written assignment.
- March 20 Motivating Others
Read Chapter 6 and complete written assignment.
- March 27 Managing Conflict
Read Chapter 7 and complete written assignment.
- April 3 Empowering and Delegating
Read Chapter 8 and complete written assignment.
- April 10 ****Spring Break****
- April 17 Building Effective Teams
Read Chapter 9 and complete written assignment.
- April 24 Building Effective Teams, continued
- May 1 ****No Class****
Read Supplement A; work on memo and oral report as specified on pp. 638-39.
- May 8 Making Oral and Written Presentations
Come prepared to present your oral reports in class.