



**University of the Incarnate Word**  
***UIW-Heidelberg***

**BMGT 4355 ORGANIZATIONAL BEHAVIOR AND LEADERSHIP**

COURSE OUTLINE

**I. Logistics**

UIW-Heidelberg Study Center

Physical Address:

Heidelberg, Germany - Bergstrasse 106, 69121

**II. Course Description**

The aim of this course is to explore the impact that individuals, groups, and structure have on the behavior within organizations. This will be done through reading, practical examples, exercises, class discussions and case studies.

**III. Course Objective**

Students will learn to understand how individual behavior and group dynamics affect and are affected by organizational settings. Topics such as Motivation, leadership, teamwork, and communication are being addressed. The course provides insights into the study of organizations as social systems; the dynamics of change in organizations, industries and markets; and the relationships between organizations and their environments.

**IV. Course Texts/Supplies/Materials**

Quick, J. A. & Nelson, D. L. (6<sup>th</sup> Ed.). (2009). *Principles of Organization Behavior*. South-western. ISBN-13: 978-1337407830

Additional articles as assigned.



V. The following matrix reflects the general guideline of topics, readings, and/or assignments for each session. **The instructor reserves the right to modify weekly activities, assignments, projects, and/or assessments required for this class. Adjustments and/or changes will be stated before and/or during class. If the student is absent, it is the student's responsibility to contact the instructor and/or classmates about any adjustments and/or updates.**

<b>Week/ Lecture</b>	<b>Topic / Reading</b>	<b>Class Activity</b>
Week 1/ Lect. 1	Introduction Ch. 1	Introduction. Discuss chapters as assigned.
Week 2/ Lect. 2	Challengers for Managers Ch. 2	Discuss chapters as assigned.
Week 3/ Lect. 3	Motivation at Work Ch. 5	Discuss chapters as assigned.
Week 4/ Lect. 4	Learning and Performance Management Ch. 6	Discuss chapters as assigned.
Week 5/ Lect. 5	Stress and Well-Being at Work Ch. 8	Discuss chapters as assigned.
Week 6/ Lect. 6	Communication Ch.7 Review for Mid-term exam	Discuss chapters as assigned. Exam Review.
Week 7/ Lect. 7	<b>Mid-Term</b>	<b>Mid-Term Exam</b>
Week 8/ Lect. 8	Work Teams and Groups & Power and Political Behavior Chps. 9 & 11	Discuss chapters as assigned.
Week 9/ Lect. 9	Conflict and Negotiation & Jobs and the Design of Work Chps. 13 & 14	Discuss chapters as assigned.
Week 10/ Lect. 10	Jobs and the Design of Work and Managing Change Chps. 16 & 18 Review for final exam	Discuss chapters as assigned.
Week 11/ Lect. 11	<b>Final Exam</b>	<b>Final Exam</b>

**NOTE:** The instructor reserves the right to adjust and/or change the above schedule at any time during the semester. Adjustments and/or changes will be stated before and/or during class. If the student is absent, it is the student's responsibility to contact the instructor and/or classmates about any adjustments and/or updates.



## VI. Grading Activities, Criteria and Guidelines

This class will include a variety of instructional methods and learning activities intended to engage the student in the learning process. This may include, but not be limited to: lecture, written assignments, group discussion and problem solving exercises, media presentation, article and case analysis, student-led discussion, student presentation, reflection on what was learned and documentation of planned application. Some assignments will be individual while some may be group or team assignments. Class will be participative, and each student must be prepared for each class.

## VII. Grades

The course consists of the following assessments. The instructor reserves the right to adjust and/or change the course assessments before and/or during the class.

Description	Percentage
Midterm	30%
Final Exam	30%
Presentation and Documentation 1	15%
Presentation and Documentation 2	15%
Homework and Class Participation	10%
<b>Total</b>	<b>100%</b>

## VIII. Attendance and Participation

Attendance and active classroom participation are required of each student. Tests will cover for all course material provided through lectures and presentations, readings, discussions, cases, and videos during class. **Absences and/or a lack of participation in discussions will impact negatively on the final grade.** Each student is responsible for all material covered and/or assigned and any announcements made in any class session, whether student is present or not. Group activities require all students to participate and contribute to group discussions and projects.

**Students are expected to come to class on time and to have read assigned material before class.** There may be an occasional pop quiz to verify whether students have read the assignments before class. **All work must be turned in on time.** Late work may be accepted but points will be taken off if work is not turned in to instructor when it is due. At all times, in class and group discussions, students are expected to respect contributions, questions, and opinions of other people. Demeaning others in any way is not acceptable.



## IX. Academic Integrity Policy

Examples of scholastic dishonesty include, but are not limited to, plagiarism, cheating on assignments or tests, taking, unauthorized reuse of work, etc. If it is determined that a student has engaged in scholastic dishonesty, the faculty shall adhere to the [Academic Integrity Policy stated in the UIW Catalog](#).

## X. Grading Scale

The University of the Incarnate Word operates on a semester basis using a 4-point grading scale as follows. Registrar Online Resource: <https://my.uiw.edu/registrar/academics/grading-scale.html>.

Grade	Descriptive Grade	Numeric Grade	Grade Points
A	Excellent Scholarship	93-100	4.00
A-	Excellent Scholarship	90-92	3.70
B+	Good Scholarship	87-89	3.30
B	Good Scholarship	83-86	3.00
B-	Good Scholarship	80-82	2.70
C+	Satisfactory Scholarship	77-79	2.30
C	Satisfactory Scholarship	70-76	2.00
D+	Poor Scholarship	67-69	1.30
D	Poor Scholarship	63-66	1.00
D-	Poor Scholarship	60-62	0.70
F	Failure	Less than 60	0.00
IP	Incomplete work		None assigned; converts to an F after expiration date or deadline of six months
N	Grade not reported by faculty		None assigned
NG	No grade required		None assigned; used for thesis and dissertation courses
P	Satisfactory Scholarship	70-100	None assigned
S	Satisfactory Scholarship	70-100	None assigned
W	Withdrawn from the University		None assigned



## **XI. Course Add/Drop Procedure**

Students are responsible for communicating and updating any potential changes, including dropping a course, to the UIW Heidelberg Academic Director **and** their Academic advisor at UIW before implementing any changes.

Dropping or changing a course may delay a student's intended graduation date due to classes not adhering to their degree plan.

The Study Abroad Advisor, UIW European Liaison and/or any other administrative personnel are **not** responsible for the student's academic planning.



## SUPPLEMENTAL COURSE INFORMATION

Paper and Presentation (if applicable)

<b>Item</b>	<b>Points (100%)</b>
Cover Sheet	5
Correct Spelling	5
APA Format (6th Ed.)	15
Grammar	15
Reference to Topic	25
Adequate & Clear Conclusion	10
References (APA)	5
Presentation	20