Syllabus

To-Do Date: Jan 9 at 11:59pm

Utah Valley University

MGMT 3000 | Organizational Behavior

📖 Course Information

Course Description

In this course, you will study behavioral theories and concepts for creating effective organizations. You will gain knowledge of individual, group, and organizational processes and variables focusing on people's attitudes and behaviors in organizational settings. Topics include communication, leadership, motivation, personality, perceptions, management, team building, decision-making, and diversity, among others.

Course Attributes

This course has the following attributes:

☐ General Education Requirements

☐ Global/Intercultural Graduation Requirements

☒ Writing Enriched Graduation Requirements

☒ Discipline Core Requirements in Program

☐ Elective Core Requirements in Program

☐ Open Elective

Student Learning Outcomes

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

- Evaluate theory-based approaches for effective management—planning, organizing, leading, controlling.

- Demonstrate self-awareness and awareness of others related to individual differences such as personality, attitudes, perception, and motives.
- Practice self-evaluation to strengthen professional skills.
- Apply organizational behavior concepts for effective teamwork.
- Synthesize organizational behavior concepts to resolve managerial issues.
- Apply effective professional-level business writing skills.

Woodbury School of Business learning outcomes:

- Business knowledge (readings, quizzes, reflections)
- Written communication (ePortfolio and consulting project)
- Critical thinking (ePortfolio and consulting project)

👤 Instructor Information

Professor Justine Lee

Message me on Canvas, email, or Teams. I will get back to you within one business day.

justine.lee@uvu.edu
KB 215A

❓ Course Requirements

Course Mode / Attendance: HYBRID

The section is hosted hybrid, with some activities taking place online in Canvas and some taking place in-person on Thursdays from 10:00 - 11:15 a.m.

eBook assignments will take place online the first 12 weeks of the semester and be due every Friday.

The last 45 minutes of class on Thursdays will consist of a lecture, discussions, and other group learning activities. As many of the assignments in this class are completed in groups, the first 30 minutes of class will be provided for your group to complete work. Group assignments will be due on Sundays.

Because of much of the class consists of group work, to ensure fairness, attendance is mandatory and graded through weekly surveys at the beginning of class.

Course Assignments

ePortfolio

An "ePortfolio is a powerful pedagogical approach that requires meaningful student reflection and deepens learning while making achievement visible—to students themselves, to their peers and faculty, and to external audiences" (Kuh, O'Donnell, & Schneider, 2017). For this assignment, you will explore insights and applications with your team and create ePortfolio artifacts to demonstrate what you are learning. You will also give feedback to other teams on their posts.

The audience for your ePortfolio is not just your professor and classmates, but future employers. It demonstrates that you are capable of collaboration, project design, written communication, technological skill, and even goal-setting, goal achievement, and response to constructive criticism. It illustrates what you have learned and what you can do more effectively than a test score or grade.

Consulting Project

This is a service learning course. You will spend a minimum of 20 hours working on a community project. You will act as management consultant teams who have been hired to identify and solve an organizational problem by applying organizational behavior theories and principles. You project will culminate in an ePortfolio artifact. *Note* — you will not be working in a company or have set hours; you will determine responsibilities with your team and can work around your schedules to coordinate with the company and collect data.

Assignment Points

eBook

- 12 topics with activities and knowledge checks = 530 points

ePortfolio

- home page = 10 points
- 5 management challenges with peer review, team member evaluations, & reflection = 150 points
- team reflection = 10 points
- project proposal = 10 points
- project draft = 30 points
- tutor appointments = 20 points
- project = 100 points

Attendance

- 14 days of lecture/group work = 140 points

TOTAL points = 1000

*There are also 50 points of extra credit available through assignment throughout the semester.

Late Work Statement

Submit all assignments by the due date. You need to complete individual work in the eBook so that you can do the team assignments. If you have extenuating circumstances, you can submit eBook assignments up to 7 days late with a 2% penalty per day.

Peer review/Peerceptiv assignments must be completed on the dates scheduled. Each phase is dependent on the previous stage being completed. Teams submit their assignment. This generates the peer reviews. These must be completed for the team evaluation stage to initiate. Completion of the team evaluations prompts the reflection phase. **It's not possible to adjust due dates for one student or one team or to adjust due dates for different phases of the assignment. This means there will not be any provided extensions for Peerceptiv assignments.**

Grading Scale

Grade	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E
Percent	94-100	<90-93	<87-89	<83-86	<80-82	<77-79	<73-76	<70-72	<67-69	<67-63	<63-60	<60-0

📑 Course Materials and Texts

This course requires an eBook and a tool called Peerceptiv. If you have opted into the **Wolverine Access Textbook Program** ⤴ **(https://store.uvu.edu/wolverine-access?_ga=2.82546642.578111866.1727099969-1199612901.1691589145)** , click on the "Textbooks and Course Materials" tab on the lefthand side of Canvas. Click "Go to Website" for each of the tools to review access code and register.

If you have opted out of Wolverine Access, you will need to purchase the eBook and Peerceptiv. See the options below.

eBook

Andrade, M. S. (2020). *Organizational behavior in practice.* 2nd ed. Dubuque, IA: Great River Learning.

Purchase from **Great River Learning** ⤷ **(http://www.grlcontent.com/)** directly. Cost is $95. Click on "purchase."

Purchase from the **Bookstore** ⤷ **(http://bookstore.uvu.edu/)** and receive an access code to register at **Great River Learning.** ⤷ **(http://www.grlcontent.com/)** Cost is $114. Go to the drop-down menu Course Materials; under Course Packets, select *MGMT 3000 eBook Code*.

Royalties from this book go to the university.

Peerceptiv

Purchase through the Peerceptiv link in the left-hand menu in Canvas or from a Peerceptiv assignment link for $19.50.

Purchase from the UVU **Bookstore** ⤷ **(http://bookstore.uvu.edu/)** for $26. Go to the drop-down menu Course Materials; under Course Packets on that page, select *MGMT 3000 Peerceptiv Code*.

If you are in multiple classes using Peerceptiv, contact **support@peerceptiv.com (mailto:support@peerceptiv.com)** to have the fee waived for additional classes.

Required Reading Assignments

All required readings use chapters from the course text.

General Description of Subject Matters

Topic 1: Organizational Behavior

Topic 2: Groups, Teams

Topic 3: Personality, Perception, Values

Topic 4: Attitudes, Job Satisfaction

Topic 5: Emotions, Moods

Topic 6: Diversity

Topic 7: Motivation

Topic 8: Communication

Topic 9: Power, Politics

Topic 10: Conflict, Negotiation

Topic 11: Leadership

Topic 12: Culture, Decision Making, Change

📣 Required Course Syllabus Statements

Use of AI

The use of AI to generate content is emerging in higher education. The use of AI tools to draw insights, data, or content for assignments must be cited in the same way you would reference a textbook or article.

Assignments in this course do not require the use of sources other than the eBook. The content of your assignments must be specific to the assignment and show that you understand and can apply the concepts. They require your unique perspective and voice.

If you want to use AI to help you improve your learning, below is an example of how you might use it appropriately.

"You are a [insert name of discipline] professor. Give me feedback on this [type of writing [type of writing - term paper, reflection, paragraph...] focusing on the following criteria [list criteria from the assignment or rubric]. Generate a list of four things that should be improved, explain how they can be improved, and review any punctuation and or spelling mistakes. Here is the piece: [insert writing piece]"

If you have questions about acceptable use of AI tools, please consult the instructor before submitting your work.

Using Remote Testing Software

☒ This course does not use remote testing software.

☐ This course uses remote testing software. Remote test-takers may choose their remote testing locations. Please note, however, that the testing software used for this may conduct a brief scan of remote test-takers' immediate surroundings, may require use of a webcam while taking an exam, may require the microphone be on while taking an exam, or may require other practices to confirm academic honesty. Test-takers therefore shall have no expectation of privacy in their test-taking

location during, or immediately preceding, remote testing. If a student strongly objects to using test-taking software, the student should contact the instructor at the beginning of the semester to determine whether alternative testing arrangements are feasible. Alternatives are not guaranteed.

Accommodations/Students with disabilities Statement

Americans with Disabilities Act and Section 504 of the Rehabilitation Act

The Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, as amended, prohibit Utah Valley University from engaging in discrimination on the basis of disability in any program or activity. Discrimination is also prohibited in all aspects of employment against persons with disabilities who, with reasonable accommodation, can perform the essential functions of a job.

Students who believe they have been denied program access or otherwise discriminated against because of a disability are encouraged to initiate a grievance by contacting the Accessibility Services Director, Sherry Page at 801-863-8747. Employees can contact the ADA Coordinator, Irene Whittier at 801-863-8389.

Upon request, this information is available in alternative formats, such as mp3, Braille, or large print. To request this format, email **asd@uvu.edu (mailto:asd@uvu.edu)** .

Accessibility Services Statement

Students needing accommodation due to a disability including temporary and pregnancy accommodations may contact the UVU Accessibility Services at accessibilityservices@uvu.edu or 801-863-8747. Accessibility Services is located on the Orem Campus in LC 312.

Academic Integrity Statement

At Utah Valley University, faculty and students operate in an atmosphere of mutual trust. Maintaining an atmosphere of academic integrity allows for free exchange of ideas and enables all members of the community to achieve their highest potential. Our goal is to foster an intellectual atmosphere that produces scholars of integrity and imaginative thought. In all academic work, the ideas and contributions of others must be appropriately acknowledged and UVU students are expected to produce their own original academic work.

Faculty and students share the responsibility of ensuring the honesty and fairness of the intellectual environment at UVU. Students have a responsibility to promote academic integrity at the university by not participating in or facilitating others' participation in any act of academic dishonesty. As members of the academic community, students must become familiar with their **rights and responsibilities** ⤷

(https://policy.uvu.edu/getDisplayFile/5bedd0ef7b23736d542192e3) . In each course, they are responsible for knowing the requirements and restrictions regarding research and writing, assessments, collaborative work, the use of study aids, the appropriateness of assistance, and other issues. Likewise, instructors are responsible to clearly state expectations and model best practices.

Further information on what constitutes academic dishonesty is detailed in**UVU Policy 541:** *Student Code of Conduct* ⤇ **(https://policy.uvu.edu/getDisplayFile/5bedd0ef7b23736d542192e3)** .

Definitions and Examples:

Academic Integrity

Cheating

Plagiarism

Fabrication

We would like to acknowledge the following institutions: Northeastern University, University of Jamestown, Washington University in St. Louis, and UVU's Woodbury School of Business. This statement uses or adapts parts of their academic integrity statements or used them for inspiration.

Religious Accommodation Statement

UVU values and acknowledges a wide range of faiths and religions as part of our student body, and as such provides accommodations for students. Religious belief includes the student's faith or conscience as well as the student's participation in an organized activity conducted under the auspices of the student's religious tradition or religious organization. The accommodations include reasonable student absences from scheduled examinations or academic requirements if they create an undue hardship for sincerely held religious beliefs. For this to occur, the student must provide a written notice to the instructor of the course for which the student seeks said accommodation prior to the event.

The UVU campus has **a place for meditation, prayer, reflection, or other forms of individual religious expression** ⤇ **(https://www.uvu.edu/interfaith/reflectioncenter/index.html)** as is described on their website.

Equity and Title IX Statement

Title IX states that no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance. Students who believe they have been excluded from participation in, denied the benefits of, or discriminated against because of their sex may contact the EO/AA office to make a report, ask questions, or share concerns by email at: titleix@uvu.edu, in-person at BA-203, or by phone at: (801) 863-7999. To learn more about the Equity and Title IX office please visit us online at: **https://www.uvu.edu/equityandtitleix/** ⇥ **(https://www.uvu.edu/equityandtitleix/)** .

UVU *Department of* **ORGANIZATIONAL LEADERSHIP**

UTAH VALLEY UNIVERSITY