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Fall 2023

HRM 601-003: Org Behavior in Tech Orgs

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Managing Organizational Behavior in Technology-Based Organizations
HRM 601-003, Fall 2023

INSTRUCTOR

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Class Time & Location: Meets every other Tuesday starting September 5 from 2:30 PM to 5:30 PM. The classroom is KUPF 103

Office Hours: Tuesday from 1:00 PM to 2:00 PM in the office, Wednesday from 2:00 PM to 3:00 PM on Webex. Also, by appointment. Use email to make an appointment.

COURSE

Name: Managing Organizational Behavior in Technology-Based Organizations, HRM 601-003.

Pre-requisites: None.

OVERVIEW

Organizational behavior, in its most general sense, addresses how organizations work. The sub-topics within this general domain are all concerned with the general question of how to design organizations, processes, and policies that enhance individual, team and organizational performance. The course provides the concepts and tools to conduct meaningful analyses to address challenges and find opportunities. Topics covered include organizational structure, coalitions and teams, organizational culture, power and politics in organizations, personality, conflict and negotiation, leadership, motivating employees, and organizational change.

REQUIRED COURSE MATERIALS

There is no required text for this course. An optional text is Essentials of Organizational Behavior by Robbins and Judge (Pearson is the publisher), any recent edition is fine. Links to all the required instructional materials are in the course modules (no charge).

LEARNING OUTCOMES

COURSE SPECIFIC
Upon completing this course students will be able to:

1. Identify key elements of bureaucratic organizations and the policies associated with bureaucratic structures.
2. Explain individual and coalitional politics in organizations and analyze how power is attained, maintained, and lost.
3. Articulate a clear conception of emerging organizational forms.
4. Analyze the importance of leadership in organizations and its role in shaping organizational culture.
5. Identify key issues in motivating individual employees and know which techniques are effective in doing so.
6. Analyze perceptual processes in organizations and their role in shaping the dominant logic of an organization.

OTHER LEARNING OUTCOMES
In addition to content specific course objectives, the course intends to help students develop a wide range of analytical, communication, interpersonal, and technology skills, namely:

Competencies	Outcome
LC 1 Students will develop technology competency.	LO 1.2 Effectively deliver technology driven presentations.
LC 2 Students will develop critical thinking skills.	LO 2.1 Demonstrate business knowledge to write and develop arguments to produce solutions and develop conclusions.
	LO 2.2 Demonstrate information literacy and written communication skills.

COURSE WEBSITE

The course website is on Canvas. You need an NJIT UCID and password to access it.

The site contains all instructional materials and learning activities (discussions, assignments, exams). You need to access the course site frequently (at least once a week). Please contact the helpdesk (973-596-2900) for problems associated with Canvas.

GRADING

GRADE CALCULATION

Your grade for this course will be based on the components listed in Table 1. The table also shows much each is component contributes to the final grade. Components are described in detail in the next section. Please note that any issues regarding grading (you think a mistake was made) must be addressed within 2 weeks of the assignment due date.

Table 2 presents the the grading scale (points - letter grade relationship). There is no curve.

Table 1 Components and Weights

Grade Component	Weight (%)
Discussions (13, each worth 1 %)	13
Assignments (5, each worth 3%)	15
Group Project	18
Exams (3, each worth 18%)	54
TOTAL	100

Table 2 Course Grading Scale

A	B+	B	C+	C	D	F
90%	87%	80%	77%	70%	60%	under 60%

GRADE COMPONENT DESCRIPTIONS

DISCUSSIONS
Participation in fourteen weekly discussions (lowest score is dropped) is required. The discussions are on topics raised in assigned articles. Students are required to comment on the importance of the topic and on the usefulness of solutions, recommendations provided in the articles. The discussions take place in Canvas forums and where require students will post their views and comment on posts by two classmates.

EVALUATION ASSIGNMENTS
There are six Evaluation Assignments (lowest score is dropped) that require students to discuss assigned readings in terms of: what they contribute to the issues being discussed in the course, what they contribute to
managers and organizational members, where they fall short and give their opinion of them. They are similar to the discussions but require broader and deeper analysis. Evaluations must be submitted on Canvas.

EXAMS
There are three exams each worth 18% of the course grade and each covering approximately a third of the course material. The exams are essay/problem format and require the application of course material to addressing organizational issues (analysis and recommendations). Exams must be submitted on Canvas.

PROJECT

The group project integrates all of the course material. It is worth 18 % of the course grade. Students will work in teams and will be given the task of applying this material to discussing and analyzing a company or company related event assigned by the instructor. The company this semester is Boeing. The incident, the Boeing 737 Max flaws and crashes.

Groups are to submit a voice-over-slide presentation (a video clip) along with the slides for it. Optionally, groups may provide handouts covering material thought to be relevant but left out of the presentation due to time constraints. The presentation is to be approximately 15 minutes long. The project must be submitted on Canvas, although this submission may consist of a link to where the work has been deposited.

SUBMITTING WORK LATE
Canvas displays a "due date" (no surprise) but if work is accepted after the due date it will also display an "available until" date.

It is always better to submit by the due date but:

- Discussions submitted by the "available date" are accepted without penalty. The available date is one day later than the due date.

- Assignments submitted by the "available date" are accepted but there is a 3 % penalty for each day or part of day late. A day is a calendar day.

The exams and the project are not accepted late, and assignments will not be accepted after the "available until" date on Canvas unless there is a severe illness or an emergency situation. In these cases, legitimate documentation of the emergency must be presented and approved by the office of the Dean of Students before extensions will be granted.

ACADEMIC INTEGRITY
Learning is both an individual and a cooperative experience. Asking for and giving help freely in appropriate settings helps you learn. However, you should present only YOUR work as your own. University rules and standards define and prohibit "academic misconduct" by all members of the academic community including students. You are asked and expected to be familiar with these standards and abide by them.

Academic Integrity is the cornerstone of higher education and is central to the ideals of this course and the university. Cheating is strictly prohibited and devalues the degree that you are working on. As a member of the NJIT community, it is your responsibility to protect your educational investment by knowing and following the academic code of integrity policy that is found at: ***http://www5.njit.edu/policies/sites/policies/files/academic-integrity-code.pdf***.

Please note that it is my professional obligation and responsibility to report any academic misconduct to the Dean of Students Office. *Any student found in violation of the code by cheating, plagiarizing or using any online software inappropriately will*

result in disciplinary action. This may include a failing grade of F, and/or suspension or dismissal from the university. If you have any questions about the code of Academic Integrity, please contact the Dean of Students Office at ***dos@njit.edu***.

ACCESSIBILITY AND ACCOMMODATIONS

Educational access is the provision of classroom accommodations, auxiliary aids and services to ensure equal educational opportunities for all students regardless of their disability. This course is offered using Canvas which is an accessible learning management system. For more information, please refer to [Canvas's Accessibility Statement.](#) If you require an accommodation due to a disability, you need to contact the [Office of Accessibility Resources and Service (OARS)](#) to discuss your specific needs. Accommodations can't be provided without a Letter of Accommodation Eligibility from OARS.

COURSE SCHEDULE

The table below shows the topics to be covered and work to be done each week. Canvas provides better information as to the due dates for graded work in several places (the course summary on the Syllabus page, the Assignments page, the Course Calendar). In addition, Canvas displays "To do" reminders of work to focus on. Please see the comments below as to readings and lectures.

#	Weeks of:	Course Topic	Due	Comment
1	Sep 5	Course Introduction Introduction to Organizational Behavior	Discussion 1	Online week- Read articles and watch lectures for both this and the following topic.
2	Sep 12	Organizational Structure	Discussion 2 Assignment 1	Classroom week- Go over, discuss material covered online plus new material.
3	Sep 19	Organizational Power	Discussion 3	Online week- Read articles and watch lectures for both this and the following topic.
4	Sep 26	Organizational Culture	Discussion 4 Assignment 2	Classroom week- Go over, discuss material covered online plus new material.
5	Oct 3	Conflict and Negotiation	Discussion 5 Exam 1	Online week- Read articles and watch lectures for both this and the following topic.
6	Oct 10	Managing Teams	Discussion	Classroom week- Go

#	Weeks of:	Course Topic	Due	Comment
			6 Assignment 3	over, discuss material covered online plus new material.
7	Oct 17	Leadership	Discussion 7	Online week- Read articles and watch lectures for both this and the following topic.
8	Oct 24	Decision Making	Discussion 8 Assignment 4	Classroom week- Go over, discuss material covered online plus new material.
9	Oct 31	Emotions and Moods	Discussion 9 Exam 2	Online week- Read articles and watch lectures for both this and the following topic.
10	Nov 7	Personality and Individual Differences	Discussion 10 Assignment 5	Classroom week- Go over, discuss material covered online plus new material.
11	Nov 14	Motivation	Discussion 11	Online week- Read articles and watch lectures for both this and the following topic.
12	Nov 21	Performance Management	Discussion 12	Classroom week- Go over, discuss material covered online plus new material.
13	Dec 5	Organizational Change	Discussion 13 Assignment 6	Online week- Read articles and watch lectures for both this and the following topic (if any are assigned)
15	Dec 12	Group Project	Group Project	Classroom week
Finals	Dec 19	Exam 3	Exam 3	

EMAIL ETIQUETTE

This is a business course, and the expectation is that you will conform to appropriate business letter writing practice in all of your email to me. The following are the basics.

- Put the course name (e.g., course name or course number) in the subject line.
- Identify the subject of the e-mail with a brief but descriptive summary of the topic: include a proper salutation and the assignment details such as the title, homework, or test.

- Proofread your email for proper sentence structure, capitalization, spelling and punctuation.
- Conclude the e-mail message with a proper closing (e.g., Regards, Sincerely) and your full name.

(Note: Do not email requests for additional grade points unless there is an error in the grading.)

FINAL COMMENTS

Students are responsible for reading this syllabus and understanding and adhering to the policies that it presents.

Interaction with classmates is a significant part of this course. Students are expected to be courteous and respectful to classmates by being polite, active participants. Please respect opinions, even those that differ from your own, and avoid using profanity or offensive language.