

Bossier Parish Community College
Master Syllabus

Course Prefix and Number: BADM 217

Credit Hours: 3-3-0

Course Title: Organizational Behavior

Course Prerequisites: None

Textbook: KINICKI, Organizational Behavior (Custom), 3rd ed. ISBN: 9781260983616

Course Description: A study of individual, small group, organization behavior, and applied treatment of human relations in a business setting; problems of motivation, employee morale, leadership, and communications in goal-oriented activity.

Learning Outcomes:

At the end of this course, the student will

- A. apply in the workplace important new issues and developments in human relations to improve personal growth and career success;
- B. apply the practical and direct advice provided by the course in dealing with common human relations problems of the workplace by assessing and knowing yourself;
- C. apply greater insight regarding personal strategies that organizations use to improve Human Relations;
- D. identify ways we can all work together and have concern for people and productivity; and
- E. identify and respond to special challenges in human relations.

To achieve the learning outcomes, the student will

(The Letter designations at the end of each statement refer to the learning outcomes(s).)

- 1. recognize the importance of human relations at work (A);
 - a. the nature, purpose, and importance of human relations
 - b. the forces influencing behavior at work
 - c. the development of the human relations movement
 - d. major themes in human relations
 - e. human relations: benefits to you
- 2. demonstrate personal and organizational communications (A);
 - a. advanced technology's impact on communication
 - b. the communication process
 - c. communication filters
 - d. how to improve personal communication
 - e. communications in organizations
 - f. communicating via technology
- 3. defined career success through communication style (B);
 - a. communication styles: an introduction
 - b. the communication style model
 - c. versatility: the third dimension
 - d. a final word of caution

4. establish personal values to influence ethical choices (B);
5. recognized attitudes that shape life (B);
6. define methods to motivate yourself and others (B);
7. improve interpersonal relations with constructive self-disclosure (C);
8. demonstrate ways to build stronger relationships with positive energy (C);
9. define a professional presence (c);
10. describe leadership strategies for team building (D);
11. define methods to resolve conflicts and deal with difficult people (D);
12. demonstrate strategies to assess and manage your work-related stress (E);
13. define value work force diversity (E); and
14. identify gender difference in the workplace (E).

Course Requirements:

- To pass the course, student must achieve a course average of 70% or above.
- Students must have access to a computer (not mobile device), Microsoft Office, and the Internet to complete the assignments. Computer, software, and the Internet are available to students on campus during scheduled computer lab times and in the Learning Commons located in the BPCC Library.
- Students are required to use BPCC's LMS and are encouraged to use the BPCC Library to research topics and employment opportunities.

Course Grading Scale:

- A = 90 - 100
- B = 80 - 89
- C = 70 - 79
- D = 60 - 69
- F = 0 - 59

Attendance Policy:

Each student is expected to attend class regularly; excessive unexcused absences constitute grounds for suspension. Refer to the student handbook for [Attendance Policy](#).

Course Fees: This course is accompanied with an additional non-refundable fee for supplemental materials, laboratory supplies, software licenses, certification exams and/or clinical fees.

Nondiscrimination Statement: Bossier Parish Community College does not discriminate on the basis of race, color, national origin, gender, age, religion, qualified disability, marital status, veteran's status, or sexual orientation in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of its operations. Bossier Parish Community College does not discriminate in its hiring or employment practices.

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Equity/Compliance Coordinator
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