



University/Academy: Arab Academy for Science and Technology & Maritime Transport  
Faculty/Institute: College of Computing and Information Technology  
Program: Information Systems

Form No. (12)  
Course Specification

1- Course Data

Course Code: NC381	Course Title: <b>Organizational Behavior</b>	Academic Year/Level: Year 3 / Semester 5
Specialization: Non-Computing	No. of Instructional Units: 2 hrs lecture 2 hrs section	Lecture:

2- Course Aim	This course introduces the organization behavior aspects such as basic features of perception, social perception, theories of learning, the nature and theories of motivation, attitude, personality, leadership, and communication.
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3- Intended Learning Outcome:

a- Knowledge and Understanding	<b>Students will be able to demonstrate knowledge of:</b>  K16. Management and economics principles relevant to computing and information disciplines. <ul style="list-style-type: none"><li>• Define the concepts of organization and organizational behaviour</li><li>• Describe how the field of OB today is being shaped by the global economy</li><li>• Distinguish between the concepts of social perception and social identity</li><li>• Describe the two types of learning :operant conditioning and observational learning</li><li>• Define learning</li><li>• Principles of learning</li><li>• Define personality and describe its role in the study of organizational behaviour.</li><li>• Describe achievement motivation and distinguish among learning, performance and avoidance goal orientations.</li><li>• Define attitudes and work related attitudes</li><li>• Describe the concept of job satisfaction</li><li>• Define motivation and explain its importance I the field of OB</li><li>• Describe equity theory</li><li>• Define what is meant by a group and identify different types of groups operating within organizations</li></ul>
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b- Intellectual Skills	<p><b><u>By the end of the course, the student acquires high skills and an ability to understand:</u></b></p> <p>I8. Be familiar with the professional, legal, moral and ethical issues relevant to the computing industry.</p> <ul style="list-style-type: none"> <li>• Trace the historical developments and schools of thought leading up to the field of OB today</li> <li>• Explain how the OB is affected by advances in technology</li> <li>• Explain how the attribution process works and describe the various sources of bias in social perception</li> <li>• Describe how principles of learning are involved in organizational training and innovative reward systems</li> <li>• Learning and adapting to the world around us</li> <li>• Keys to effective training.</li> <li>• Identify the big five dimensions of personality</li> <li>• Describe Machiavellianism</li> <li>• Describe the basic components of attitudes</li> <li>• Summarize four major theories of job satisfaction</li> <li>• Describe need hierarchy theory and what it suggests about how to improve motivation in organization</li> <li>• Explain how the equity theory maybe applied to motivating people in organizations</li> <li>• Describe the importance of norms ,roles ,status and cohesiveness within organizations</li> </ul>
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c- Professional Skills	<p><b><u>By the end of the course the student will have the ability to:</u></b></p> <p>P11. Justify technological, methodological and management choices for an information system project for a given organization.</p> <ul style="list-style-type: none"> <li>• Describe the field of organizational behaviour's commitment to the specific method and the three levels of analysis it uses</li> <li>• Describe how the field of OB today is being shaped by increasing racial and ethnic diversity in the workforce</li> <li>• Understand how the process of social perception operates in the context of performance appraisals and employment interviews</li> <li>• Compare the way organizations use reward in organizational behavior management programs</li> <li>• Observational learning and learning by imitating others</li> <li>• Eliminating undesirable organizational behaviors</li> <li>• Describe how the five dimensions and the elements of core self evaluations are related to the key aspects of OB</li> <li>• Understand the difference between morning and evening persons and their role in work related behavior</li> <li>• Distinguish between prejudice and discrimination and identify various victims of prejudice in organizations</li> <li>• Describe the consequences of job dissatisfaction and ways to promote job satisfaction</li> <li>• Describe the motivational fit approach and what it suggests about how to improve motivation in organization</li> <li>• Describe the expectancy theory and how it maybe applied in organizations</li> <li>• Define what teams are and describe the various types of teams that exist in organizations</li> </ul>
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d- General Skills	<p><b>Students will be able to:</b></p> <p>G2. Demonstrate skills in group working, team management, time management and organizational skills.</p> <ul style="list-style-type: none"> <li>• Identify the fundamental characteristics of the field of organizational behaviour.</li> </ul>
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	<ul style="list-style-type: none"> <li>• Explain how people's changing expectations about the desire to be engaged in their work and the pressure to promote quality have influenced the field of OB</li> <li>• Perceptual biases.</li> <li>• How can organizations use punishment most effectively when administering discipline</li> <li>• Examples of observational learning in organizations</li> <li>• Tips for using discipline effectively</li> <li>• Distinguish between positive and negative affectivity</li> <li>• Differentiate among cognitive intelligence, emotional intelligence and practical intelligence and explain their influence on behavior in organizations.</li> <li>• Describe some of the steps taken by organizations today to manage diversity in the workforce and their effectiveness</li> <li>• Describe the concept of organizational commitment &amp; its major forms</li> <li>• Identify and explain the conditions through which goal setting can be used to improve job performance</li> <li>• Distinguish among job enlargement, job enrichment and the job characteristics model as techniques for motivating employees</li> <li>• Describe the effectiveness of teams in organizations</li> </ul>
4- Course Content	<ul style="list-style-type: none"> <li>• Have a better knowledge of some of the factors that impact organizational effectiveness.</li> <li>• Describe the philosophy and theories of organizational behavior.</li> <li>• Understand the concept of perception inside work setting.</li> <li>• Understand the learning theories on people behavior.</li> <li>• Describe the motivation theories and their impact on employees' behavior.</li> </ul>
5- Teaching and Learning Methods	Lectures, reports, Individual study & self-learning.
6- Teaching and Learning Methods for Students with Special Needs	<ul style="list-style-type: none"> <li>• Students with special needs are requested to contact the college representative for special needs ( currently Dr Hoda Mamdouh in room C504)</li> <li>• Consulting with lecturer during office hours.</li> <li>• Consulting with teaching assistant during office hours.</li> <li>• Private Sessions for redelivering the lecture contents.</li> </ul> <p>For handicapped accessibility, please refer to program specification</p>
7- Student Assessment:	
a- Procedures used:	Exams, reports
b- Schedule:	<p>Week 7 exam  Week 12 exam  Week 16 Final exam</p>

c- Weighing of Assessment:	7 <sup>th</sup> week exam 30% 12 <sup>th</sup> exam 20% Reports 10% Final exam 40%
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8- List of References:

a- Course Notes	From the Moodle on <a href="http://www.aast.edu">www.aast.edu</a>
b- Required Books (Textbooks)	Robbins, Stephen, <i>Organizational Behavior</i> , Prentice-Hall 9 <sup>ed</sup> . 2001
c- Recommended Books	
d- Periodicals, Web Sites, ..., etc.	

Course Instructor:

Head of Department:

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