Organizational Behavior Abbreviated Course Syllabus

BB981A Course Number:

Course Name: organizational behavior

Instructors: Chen Yiyi

Students:

HRM AY2020-2023; Financial Managemen

Required Text:

- 1. ORGANIZATIONAL BEHAVIOR, Sun Jianmin, Higher Education Press, 2019
- 2. ORGANIZATIONAL BEHAVIOR (18th edition), edited by Stephen P. Robbins, China Renmin University Press, 2020
- 3. ORGANIZATIONAL BEHAVIOR (4th Ed.), Duan Wanchun, Higher Education Press, 2020

Course Description:

Organizational behavior is a discipline that studies the psychology and behavior regularity of people in a certain organization, improves the ability of managers to predict, guide and control people's behavior, so as to successfully achieve the expected goals of the organization and improve the personal satisfaction of organization members. Through the study of this course, students will have a comprehensive and in-depth understanding and grasp of the psychological and behavioral characteristics and laws of individuals. groups, organizations and leaders in organizations, learn to use psychological theories and methods to effectively motivate people's behavior, fully mobilize people's enthusiasm, initiative and creativity, so as to maximize the role of people and improve labor productivity.

Topic Outline:		Hours/Minutes
I.	Introduction	4
A.	Basic concepts of organizational behavior:	
	① organization	
	② organization and management	
	③ organizational behavior	
B.	The historical evolution and development trend of organizations	al behavior
C.	The research object and content of organizational behavior:	
	① The research object of organizational behavior	
	② The research content of organizational behavior	
II.	Perception and Decision	6
A.	Basic concepts of perception:	
	① Characteristics of perception	
	② Classification of perception	

	③ Process of Perception	
B.	Accounting equation:	
	① Meaning of attribution	
	② Theories of attribution	
C.	Perception Affect Individual Decision Making:	
	① Implications of Decision Making	
	② Links between perception and decision Making	
D.	Decision making in organization:	
	① Decision theory model	
	② Avoid bias and error in decision making	
III.	Personality	6
A.	The basic concept of personality:	
	① Definition of personality	
	② Characteristics of personality	
	③ Structure of personality	
В.	Psychological characteristics of personality:	
	① Temperament	
	② Character	
	3 Ability	
C.	Measuring personality in the workplace:	
	① Personality trait theory	
	② Big Five Model the five-factor model	
	③ Myers-briggs type indicator	
IV.	Values and Attitudes	6
A.	The basic concept of values:	
	① Meaning of values	
	② Source of values	
	③ Classification of values	
B.	The influence of values on individual behavior	
C.	The basic concept of attitude:	
	① Definition of attitude	
	② Mental structure of attitude	
D.	Attitude and behavior:	
	① The basic theory of attitude	
	② The influence of attitude on behavior	
V.	Emotion and Stress	4
A.	The basic concept of emotion:	
	① Definition of emotion	
	② The role of emotion	
	3 Source of emotion	
В.	Emotional intelligence:	
	① Meaning of emotional intelligence	
	② Emotional intelligence transfer model	
C.	Emotional labor:	

	1) The meaning of emotional labor	
	② Emotional dissonance	
D.	Working stress:	
	① Meaning of stress	
	② Causes of stress	
	③ Consequences of stress	
VI.	Motivation and Incentive	2
A.	The basic concepts of motivation and motivation:	
	① Needs, motivations and behaviors	
	② Need structure and motivation structure	
	③ Meaning of motivation	
B.	The need theory of motivation:	
	① Maslow's hierarchy of needs	
	② Herzberg's two-factor theory	
C.	Process theories of motivation:	
	① Froome's expectation theory	
	② Adams' theory of fairness	
	③ Locke's goal setting theory	
	4 Skinner's theory of reinforcement	
D.	Synthetic incentive theory:	
	① The content of comprehensive incentive theory	
	② The enlightenment of comprehensive motivation theory	
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VII	Group Psychology and Behavior	6
VII A.		6
	Group Psychology and Behavior	6
	Group Psychology and Behavior Group psychology and behavior:	6
	Group Psychology and Behavior Group psychology and behavior: ① Group meaning	6
A.	Group Psychology and Behavior Group psychology and behavior: ① Group meaning ② Types of group	6
A.	Group Psychology and Behavior Group psychology and behavior: ① Group meaning ② Types of group Formation and development of groups:	6
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A.	Group Psychology and Behavior Group psychology and behavior: ① Group meaning ② Types of group Formation and development of groups: ① The basis of group formation ② Group development stage	6
A. B.	Group Psychology and Behavior Group psychology and behavior: ① Group meaning ② Types of group Formation and development of groups: ① The basis of group formation ② Group development stage ③ Group cohesion	6
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⑤ Organization CommunicationOverview of accounting work organizationB. The types of organizational communication:		③ Communication process	
3. The types of organizational communication:		4 Interpersonal communication	
		⑤ Organization CommunicationOverview of accounting work	organization
(1) Classification by communication channel	B.	The types of organizational communication:	
· · · · · · · · · · · · · · · · · · ·		① Classification by communication channel	

	② Divided by communication medium	
	3 Division based on information feedback	
	4 IT and Organizational communication	
C.	How to overcome barriers in organizational communication:	
	① Barriers in organizational communication	
	② Ways to overcome organizational communication barriers	
D.	How to Conduct cross-cultural Communication:	
	① Connotation and significance of cross-cultural communication	
	② Main factors affecting cross-cultural communication	
	③ Strategies for cross-cultural communication	
XI	Organization Structure Design	4
A.	The basic concept of organizational structure design:	
	① Organizational structure	
	② Organization design	
	③ Principles of organizational structure	
В.	The influencing factors of organizational structure design:	
	① Strategy	
	② Environment	
	③ Technology	
	Organization scale	
C.	The basic form of organizational structure	
D.	Organizational change and organizational development:	
	① Organizational change	
	② Organizational development	
XII	The Relationship between Individuals and	2
	Organizations	
A.	Person-organization fit	
В.	Organizational socialization and personal strategies	
C.	Organizational identity and organizational commitment	
D.	Psychological contract	
E.	Organizational citizenship behavior	
	Total Sessions (Coverage Hours)	48

Su	nmary of UG CPC Topics Covered in this Course:	Hours/Minutes
a.	Marketing	2
b.	Finance	0
c.	Accounting	0
d.	Management	12
e.	Legal environment of Business	2
f.	Economics	2
g.	Business Ethics	4
h.	Global Dimensions of Business	8
<u>i.</u>	Business Communications	2

j.	Information System	4	
k.	Quantitative Techniques and Statistics	4	
1.	Business Policies	0	
m.	Comprehensive or Integrating Experience	8	
	Total Estimated CPC Coverage Hours	48	