BBA 111

Organisational Behaviour

S2 Day 2019

Department of Management

Contents

General Information 2

Learning Outcomes 2

Assessment Tasks 3

Delivery and Resources 5

Unit Schedule 5

Policies and Procedures 6

Graduate Capabilities 8

Research and Practice, Global Contexts and Sustainability 9

Disclaimer

Macquarie University has taken all reasonable measures to ensure the information in this publication is accurate and up-to-date. However, the information may change or become out-dated as a result of change in University policies, procedures or rules. The University reserves the right to make changes to any information in this publication without notice. Users of this publication are advised to check the website version of this publication [or the relevant faculty or department] before acting on any information in this publication.

General Information

Unit convenor and teaching staff Unit Convenor Joseph McIvor joseph.mcivor@mq.edu.au Contact via Email Please view consultation hours via iLearn - https://ilearn.mq.edu.au/login/
Credit points 3
Prerequisites
Corequisites
Co-badged status
Unit description Organisational behaviour considers how individuals behave in organisations. The unit provides an overview of major topics in organisational behaviour including: organisational structure, identity, diversity, culture, motivation, power, politics and resistance in organisations, organisational stupidity, and fun at work.

Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at https://www.mq.edu.au/study/calendar-of-dates

Learning Outcomes

On successful completion of this unit, you will be able to:

To understand the political, social and cultural landscape in which organizations operate.

To critically explore the ways organizations behave.

To analyse the ways in which organizations influence people, and the ways in which people shape organizational behaviour.

To develop critical thinking and writing skills in organization behaviour.

Assessment Tasks

Name	Weighting	Hurdle	Due
Class participation	20%	No	Week 2 - 13
Critical summaries of reading	40%	No	Week 5 & Week 8
Final Essay	40%	No	Week 11

Class participation

Due: **Week 2 - 13**
Weighting: **20%**

Class Participation Assessment Summary Task Description
Assessment task 1 will reward participation in your tutorial groups. This is a mark for active participation in the tutorial, and not simply attendance, though attendance is obviously a necessary precondition for participation.

This will start in **tutorial 2 and finish in tutorial 13**. Students must actively participate in at least 9 of these tutorials to maximise their marks. Students will be assessed on both the quality and quantity of their participation, including demonstration of preparation. This unit has been designed to develop learning incrementally, on a week by week basis. Tutors will be responsible for awarding these marks. Attendance will be recorded, but is not a sufficient condition for achievement of participation marks.

Type of Collaboration Individual **Submission** In tutorial participation. Participation will be recorded in tutorial weeks 2-13. There is no written component. Students must actively participate in class discussion. **Format** Students will be assessed on both the quality and quantity of their participation, including demonstration of preparation.This includes verbal responses to questions and asking relevant, informed questions.Please refer to the iLearn Unit page. **Length** Participation from tutorial **2** to **13. Inherent Task Requirement** Attendance is a necessary but not sufficient condition for participation. Students should not miss more than 2 tutorials to maximise their marks. **Late Submissions**
No extensions will be granted. Students who have missed or anticipate missing more than 2 tutorials should apply for Special consideration.

This penalty does not apply for cases in which an application for Special Consideration is made and approved. Note: applications for Special Consideration Policy must be made within 5 (five) business days of the due date and time.

On successful completion you will be able to:

- To understand the political, social and cultural landscape in which organizations operate.
- To critically explore the ways organizations behave.

- To analyse the ways in which organizations influence people, and the ways in which people shape organizational behaviour.
- To develop critical thinking and writing skills in organization behaviour.

Critical summaries of reading

Due: **Week 5 & Week 8**
Weighting: **40%**

Critical Summaries of Reading Assessment Summary Task Description
This assessment requires students to prepare short critical summaries of the required readings. There are **two** submissions, with each submission including **3 summaries** of **350 words each** - ie each submission will total approximately 1050 words.

Submission 1 will include summaries for the articles discussed in tutorials 2, 3, and 4, and is due in week 5.

Submission 2 will include summaries for the articles discussed in tutorials 5, 6, and 7, and is due in week 8.

Each submission is worth 20%, for a total of 40% for the two submissions together.

Type of Collaboration Individual **Submission** Please Submit Via Turnitin Link on iLearn. As above, Submission 1 will include summaries for the articles discussed in tutorial weeks 2, 3, and 4, and is due in week 5. Submission 2 will include summaries for the articles discussed in tutorial weeks 5, 6, and 7, and is due in week 8. Please check iLearn for exact due dates. **Format** Please refer to the iLearn Unit page for details. **Length 3x350 words** critical summaries for each submission. **Inherent Task Requirements** N/A **Late Submission**
Late tasks must also be submitted through Turnitin. No extensions will be granted. There will be a **deduction of 10%** made from the total available marks for each **24 hour period** or part thereof that the submission is late (for example, 25 hours late in submission incurs a 20% penalty). Late submissions will be accepted up to 96 hours after the due date and time.

This penalty does not apply for cases in which an application for Special Consideration is made and approved. Note: applications for Special Consideration Policy must be made within 5 (five) business days of the due date and time.

On successful completion you will be able to:

- To understand the political, social and cultural landscape in which organizations operate.
- To critically explore the ways organizations behave.
- To analyse the ways in which organizations influence people, and the ways in which people shape organizational behaviour.
- To develop critical thinking and writing skills in organization behaviour.

Final Essay

Due: **Week 11**

Weighting: **40%**

Essay Assessment Summary Task Description A 1,500 word essay (excluding references) will be set in lecture 3. Students will have a choice of two essay questions/topics to choose from. **Type of Collaboration** Individual **Submission** The essay will be due in Week 11. Please check iLearn for exact due date. Please Submit Via Turnitin Link on iLearn. **Format** Please refer to the iLearn Unit page. **Length** 1,500 words **Inherent Task Requirements** N/A **Late Submission** Late essays must also be submitted through Turnitin. No extensions will be granted. There will be a **deduction of 10%** made from the total available marks for each **24 hour period** or part thereof that the submission is late (for example, 25 hours late in submission incurs a 20% penalty). Late submissions will be accepted up to 96 hours after the due date and time.

This penalty does not apply for cases in which an application for Special Consideration is made and approved. Note: applications for Special Consideration Policy must be made within 5 (five) business days of the due date and time.

On successful completion you will be able to:

- To understand the political, social and cultural landscape in which organizations operate.
- To critically explore the ways organizations behave.
- To analyse the ways in which organizations influence people, and the ways in which people shape organizational behaviour.
- To develop critical thinking and writing skills in organization behaviour.

Delivery and Resources

Required text	No required textbook. Required readings will be linked through iLearn.
Unit web page	The web page for this unit can be found at: https://ilearn.mq.edu.au/login/
Technology Used and Required	Students will need to be familiar with a web browser to access the unit web page.
Delivery Format and Other Details	• Number and length of classes: **1 x 2 hour lecture and 1 x 1 hour tutorial, i.e. 3 hours face** to face per week unless indicated otherwise in the lecture schedule. Classes may vary due to public holiday(s) • Tutorials will commence in **Week 1** • The timetable for classes can be found on the University web site at: http://www.timetables.mq.edu.au/
Recommended readings	All recommended readings will be provided for you through iLearn.

Unit Schedule

Week	Lecture Topic

1	Introduction to the course and Organisational Behaviour
2	The organisation as culture
3	The new forms of organisation
4	The powerful organisation
5	The controlling organisation
6	The diverse organisation
7	The masculine organisation
Recess	**2 Weeks Recess**
8	The ethical and political organisation
9	No classes due to Monday public holiday
10	The happy organisation
11	The fun organisation
12	The global organisation
13	The knowing organisation

Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- Academic Appeals Policy
- Academic Integrity Policy
- Academic Progression Policy
- Assessment Policy
- Fitness to Practice Procedure
- Grade Appeal Policy
- Complaint Management Procedure for Students and Members of the Public
- Special Consideration Policy *(**Note:** The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.)*

Undergraduate students seeking more policy resources can visit the Student Policy Gateway (https://students.mq.edu.au/support/study/student-policy-gateway). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit Policy Central (https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/p

olicy-central).

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/study/getting-started/student-conduct

Results

Results published on platform other than eStudent, (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit ask.mq.edu.au or if you are a Global MBA student contact globalmba.support@mq.edu.au

Student Support

Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/

Learning Skills

Learning Skills (mq.edu.au/learningskills) provides academic writing resources and study strategies to improve your marks and take control of your study.

- Workshops
- StudyWise
- Academic Integrity Module for Students
- Ask a Learning Adviser

Student Services and Support

Students with a disability are encouraged to contact the Disability Service who can provide appropriate help with any issues that arise during their studies.

Student Enquiries

For all student enquiries, visit Student Connect at ask.mq.edu.au

If you are a Global MBA student contact globalmba.support@mq.edu.au

IT Help

For help with University computer systems and technology, visit http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/.

When using the University's IT, you must adhere to the Acceptable Use of IT Resources Policy. The policy applies to all who connect to the MQ network including students.

Graduate Capabilities

Commitment to Continuous Learning

Our graduates will have enquiring minds and a literate curiosity which will lead them to pursue knowledge for its own sake. They will continue to pursue learning in their careers and as they participate in the world. They will be capable of reflecting on their experiences and relationships with others and the environment, learning from them, and growing - personally, professionally and socially.

This graduate capability is supported by:

Learning outcome

- To understand the political, social and cultural landscape in which organizations operate.

Assessment task

- Class participation

Discipline Specific Knowledge and Skills

Our graduates will take with them the intellectual development, depth and breadth of knowledge, scholarly understanding, and specific subject content in their chosen fields to make them competent and confident in their subject or profession. They will be able to demonstrate, where relevant, professional technical competence and meet professional standards. They will be able to articulate the structure of knowledge of their discipline, be able to adapt discipline-specific knowledge to novel situations, and be able to contribute from their discipline to inter-disciplinary solutions to problems.

This graduate capability is supported by:

Learning outcomes

- To understand the political, social and cultural landscape in which organizations operate.
- To critically explore the ways organizations behave.
- To analyse the ways in which organizations influence people, and the ways in which people shape organizational behaviour.
- To develop critical thinking and writing skills in organization behaviour.

Assessment tasks

- Class participation
- Critical summaries of reading
- Final Essay

Critical, Analytical and Integrative Thinking

We want our graduates to be capable of reasoning, questioning and analysing, and to integrate

and synthesise learning and knowledge from a range of sources and environments; to be able to critique constraints, assumptions and limitations; to be able to think independently and systemically in relation to scholarly activity, in the workplace, and in the world. We want them to have a level of scientific and information technology literacy.

This graduate capability is supported by:

Learning outcomes

- To critically explore the ways organizations behave.
- To analyse the ways in which organizations influence people, and the ways in which people shape organizational behaviour.
- To develop critical thinking and writing skills in organization behaviour.

Assessment tasks

- Critical summaries of reading
- Final Essay

Effective Communication

We want to develop in our students the ability to communicate and convey their views in forms effective with different audiences. We want our graduates to take with them the capability to read, listen, question, gather and evaluate information resources in a variety of formats, assess, write clearly, speak effectively, and to use visual communication and communication technologies as appropriate.

This graduate capability is supported by:

Learning outcome

- To develop critical thinking and writing skills in organization behaviour.

Assessment tasks

- Class participation
- Critical summaries of reading
- Final Essay

Research and Practice, Global Contexts and Sustainability

This unit draws on contemporary research conducted in business and management, including Professor Pullen's own research in the subject of organization studies, on the key themes and issues covered in this course. Contemporary journal articles, media resources and organizational materials will be used to work through the issues facing organizations. Of central importance is the ways in which students draw parallels between theory from the journal articles and organizational practices. This will be a key feature of the lectures. This unit studies organizations in different global contexts and draws on international research articles to do so. It is vital that

students appreciate that the ways in which we study and understand organization behaviour is different in diverse global contexts. Running through this unit is a core focus on issues of in/equality and in/justice and how they relate to developing sustainable organizations.