

BUS 314 Organizational Behavior

Purpose: The purpose of this course is to examine the principles of organizational behavior, including workplace ethics, conflict management, employee motivation and career management. Students will also learn about issues of workplace diversity, organizational change and decision making.

Course Format: Organizational Behavior consists of three course modules that are divided into Areas of Study. Each Area of Study has several lessons each of which includes a short video presentation (based on the reading material) and a very short quiz to help you measure your learning.



If you are taking the course as independent study it is completely self-paced but must be completed within 90 days. You can watch the video lessons and do the reading on your schedule whenever and wherever you want. All of the reading material you will need is included.

At the end of each Area of Study, you must complete a chapter test to see if you're ready to move on or have some material to review. Once you've completed the entire course, you will be required to take a final proctored exam.

Learning Objectives: Upon completion of the three sections of this course, students should be able to:

1. Outline the history and appraise current state of the field of organizational behavior
2. Compare and contrast how employees' attitudes affect an organization, including the impact of job satisfaction and absenteeism
3. Categorize different types of diversity in the workplace and assess the effect diversity has on an organization
4. Summarize the styles of communication used in different organizations
5. Identify and distinguish the types of conflict and conflict resolution in the workplace
6. Differentiate between the different types of organizations, including centralized and mechanistic
7. Assess the effect of organizational culture on the workplace
8. Evaluate factors that cause organizational change
9. Explain the process of career development

Course Content: As part of a cooperative arrangement this course uses material that was originally developed by Study.com. The original material has been enhanced to meet the educational standards of the college.

BUS 314.1 Individuals in the Workplace

First Area of Study: The Evolution of Organizational Behavior

Second Area of Study: Management and Organizational Behavior

Third Area of Study: Foundations of Individual Behavior

Fourth Area of Study: Personality and Behavior in Organizations

Fifth Area of Study: Emotions and Moods in the Workplace

Sixth Area of Study: Attitudes and Values in the Workplace
Seventh Area of Study: Perception and Attribution

BUS 314.2 Motivation, Communication, Groups and Conflict

First Area of Study: Employee Motivation
Second Area of Study: Individual Decision Making in Organizations
Third Area of Study: Workforce Diversity
Fourth Area of Study: Organizational Communication in Business
Fifth Area of Study: Groups and Work Teams
Sixth Area of Study: Group Decision Making
Seventh Area of Study: Conflict in the Workplace

BUS 314.3 Leadership Styles, Structures and Culture

First Area of Study: Leadership in Organizational Behavior
Second Area of Study: Leadership Styles in Organizational Behavior
Third Area of Study: Organizational Structure and Design
Fourth Area of Study: Job Design
Fifth Area of Study: Organizational Culture
Sixth Area of Study: Organizational Change and Organizational Behavior
Seventh Area of Study: Career Management