

# Business Administration

Course Number: **BUAD 262**

Course Title: 207.53 676.4:

**Professors**

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**Learning Outcomes**

<p>Upon completion of this course students will be able to</p> <ul style="list-style-type: none"> <li>reveal insight about self and others gained through active learning exercises, case studies, and sharing personal stories.</li> <li>handle the realities of working in organizations by applying learning to scenarios and real world examples.</li> <li>assess the value of diversity as a way to improve organizational performance by utilizing the concepts of performance management and integrative negotiation.</li> <li>contribute positively to groups and organizations through integrating conflict management and teambuilding skills and by being exposed to biases and perceptual errors.</li> <li>communicate effectively in written and verbal methods through practice and refinement in presentations, debates, class discussions and assignments.</li> <li>analyse motivation to improve individual and group performance using Tuckman’s model and motivational theories.</li> <li>apply critical thinking to improve decision-making by integrating frameworks and techniques to real scenarios and case studies.</li> <li>develop ethics and values to enhance organizational performance through the application of theories regarding leadership, politics, perception and power.</li> <li>discuss the impact of organizational culture and the process of change by looking at various unique cultures in today’s business landscape.</li> </ul>
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**Course Objectives**

<p>This course will cover the following content:</p> <ul style="list-style-type: none"> <li>Describe the field of organizational behaviour and how its purpose is to prepare students to for challenges and changes in the workplace</li> <li>Identify individual perception processes and errors</li> <li>Recognize personality traits and how they work within group dynamics</li> <li>Identify the sources of personal values and attitudes</li> <li>Experience how values and attitudes affect the workplace</li> <li>Apply the concepts of motivation to understanding individual and group performance</li> <li>Discuss and experience how teams work, evolve, and perform</li> <li>Identify possible barriers that prevent effective interpersonal communication and develop skills to overcome these barriers</li> <li>Use effective communication skills in the application of conflict resolution and negotiating techniques</li> <li>Compare the outcomes of power and politics in the workplace</li> </ul>
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Course Schedule

Date		Topic	Textbook	Deadline/Deliverables
Week of:		Tues. Sept 8 College-wide Orientation Day Wed. Sept 9 Classes begin Mon. Oct 12 Thanksgiving Day – no classes Wed. Nov 11 Remembrance Day – no classes Thur. Dec 10 Last day of regularly scheduled classes		
Sept	7	Introduction; What is Organizational Behaviour?	Ch 1	
	14	Perception, Personality & Emotions	Ch 2	
	21	Working in Teams	Ch 5	Group Introduction Active Learning Exercise 1
	28	Communication, Conflict & Negotiation	Ch 6	
Oct	5	Values & Attitudes; Stress at Work	Ch 3	Active Learning Exercise 2
	12	<b>Mid-term Exam</b> (Chapters 1, 2, 3, 5, 6)		
	19	Leadership	Ch 8	
	26	Leadership	Ch 8	
Nov	2	Power and Politics	Ch 7	
	9	Motivating Self and Others	Ch 4	Active Learning Exercise 3
	16	Decision Making, Creativity and Ethics	Ch 9	
	23	Decision Making, Creativity and Ethics		

## **SKILLS ACROSS THE BUSINESS CURRICULUM**

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The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

## **STUDENT CONDUCT AND ACADEMIC HONESTY**