

UNIVERSITY OF ECONOMICS – VARNA
FACULTY OF ECONOMICS
DEPARTMENT „INDUSTRIAL BUSINESS”

ACCEPTED BY

Rector:

(Prof. Dr. Plamen Iliev)

SYLLABUS

SUBJECT: “ORGANIZATIONAL BEHAVIOR”;

DEGREE PROGRAMME: „Accounting“; BACHELOR’S DEGREE

YEAR OF STUDY: 2; SEMESTER: 3;

TOTAL STUDENT WORKLOAD: 120 h.; incl. curricular: 60 h.

CREDITS: 4

DISTRIBUTION OF WORKLOAD ACCORDING TO THE CURRICULUM

<i>TYPE OF STUDY HOURSE</i>	WORKLOAD, h.	TEACHING HOURS PER WEEK, h
CURRICULAR:		
incl.		
• LECTURES	30	2
• SEMINARS (lab. exercises)	30	2
EXTRACURRICULAR	60	-

Prepared by:

1.
(Assoc. Prof. Dr. Petya Dankova)

2.
(Assist. Prof. Dr. Vladi Kurshumov)

Head of department:
„Industrial Business” (Assoc. Prof. Dr. Ilian Minkov)

I. ANNOTATION

Organizational Behavior is an academic discipline devoted to understanding individual and group behavior, interpersonal processes, and organizational dynamics with the goal of improving the performance of organizations and the people in them. The unique mission of Organizational Behavior is to apply the concepts of behavioral sciences to the pressing problems of management.

The course on Organizational Behavior teaches students how to use organizational and psychological theories to improve managerial and employee effectiveness in the workplace. The coursework tends to touch on interdisciplinary topics as wide-ranging as sociology, economics, management, leadership and anthropology. The course is aimed to explain and discuss how emotions guide employee motivation, attitudes, and decisions; how self-concept influences employee motivation and behavior, team cohesion, and leadership; how social networks are gaining importance as a source of personal power and organizational effectiveness; and how appreciative inquiry has become an important strategy for changing organizations.

II. THEMATIC CONTENT

No.	TITLE OF UNITS AND SUBTOPICS	NUMBER OF HOURS		
		L	S	LS
Unit 1: INTRODUCTION TO THE FIELD OF ORGANIZATIONAL BEHAVIOR		3	3	
1.1	The Field of Organizational Behavior			
1.2	Levels of Organizational Behavior			
1.3	Managerial Perspectives on Organizational Behavior			
1.4	The Challenges for Organizational Behavior			
Unit 2: UNDERSTANDING HUMAN RELATIONS		3	3	
2.1	Factors Influencing Behavior of Individuals			
2.2	Predisposing Factors			
2.3	Situational Factors			
2.4	Reasoning Process			
Unit 3: INDIVIDUAL DIFFERENCES. PERSONALITY		3	3	
3.1	Nature of Personality			
3.2	Big Five Model of Personality			
3.3	Myers-Briggs Type Indicator			
3.4	Other Organizationally Relevant Personality Traits			
Unit 4: PERCEPTION IN ORGANIZATIONS		3	3	
4.1	The Perceptual Process			
4.2	Common Perceptual Distortions			
4.3	The Attribution Process. Self-Fulfilling Prophecy			
4.4	Improving Perceptions			
Unit 5: EMOTIONS, ATTITUDES, AND STRESS IN ORGANIZATIONS		3	3	
5.1	Emotions in the Workplace			
5.2	Managing Emotions at Work. Emotional Intelligence			
5.3	Job Satisfaction and Organizational Commitment			
5.4	Work-Related Stress and Its Management			
Unit 6: TEAM DYNAMICS		3	3	
6.1	Teams in Organizations			
6.2	Team Effectiveness. Team Design Elements			
6.3	Team Processes			

	(Team Development; Team Norms; Team Cohesion; Team Trust)			
6.4	Improving Team Processes. Improving Team Communications			
Unit 7: POWER, INFLUENCE AND LEADERSHIP IN ORGANIZATIONS		3	3	
7.1	The Meaning of Power. Sources of Power in Organizations			
7.2	Types of Influence Tactics			
7.3	Perspectives on Leadership			
Unit 8: CONFLICTS IN ORGANIZATIONS		3	3	
8.1	Conflict Process Model. Structural Sources of Conflict in Organizations			
8.2	Interpersonal Conflict-Handling Styles			
8.3	Structural Approaches to Conflict Management			
Unit 9: ORGANIZATIONAL CULTURE		3	3	
9.1	Elements of Organizational Culture. Importance of Organizational Culture			
9.2	Changing and Strengthening Organizational Culture			
9.3	Organizational Socialization			
Unit 10: ORGANIZATIONAL CHANGE		3	3	
10.1	Lewin's Force Field Analysis Model			
10.2	Unfreezing, Changing, and Refreezing			
10.3	Four Approaches to Organizational Change			
Total		30	30	

III. FORMS OF CONTROL:

No. by row	TYPE AND FORM OF CONTROL	No/week	Extracurricular hours
1.	Midterm control		
1.1.	Case studies	4	16
1.2.	Written assignments on a given topic	4	16
1.3.	Test (mixed type questions)	1	13
Total mid-term control:		9	45
2.	Final term control		
2.1.	Examination (test)	1	15
Total final term control:		1	15
Total for all types of control:		10	60

IV. LITERATURE

REQUIRED (BASIC) LITERATURE:

1. **George, Jennifer M., Jones, Gareth R.** (2011) Understanding and Managing Organizational Behavior, 6th edition, Prentice Hall

RECOMMENDED (ADDITIONAL) LITERATURE:

1. **Ancona, D., Kochan, T.A., Scully, M., Van Maanen, J., Westney, D.E.** (2009) Managing for the Future: Organizational Behavior & Processes, 3rd ed., South-Western Cengage Learning
2. **Dankova, P., Petrov, P.** (2016) Students' adaptation during educational mobility: Socio-cultural challenges, Knowledge for Market Use 2016: Our Interconnected and Divided World, Olomouc, 2016, pp. 352-358

3. **Dankova, P., Valeva, M., Strukelj, T.** (2015) A Comparative Analysis of International CSR-Standards as Enterprise Policy / Governance Innovation Guidelines. / *Systems Research and Behavioral Science*. Special Issue: Corporate Social Responsibility. Volume 32, Issue 2, pp. 152–159, March/April 2015
4. **George, J.M., Jones, J.H.** (2012) *Understanding and Managing Organizational Behavior*, 6th ed., Prentice Hall
5. **McShane, Steven and Mary Ann Von Glinow** (2010) *Organizational Behavior : Emerging Knowledge and Practice for the Real World*, 5th ed., McGraw-Hill
6. **Schermerhorn, J.R.Jr., Hunt, J.G., Osborn, R., Uhl-Bien, M.** (2010) *Organizational Behavior*, 11th ed., John Wiley & Sons