

<b>STUDY MODULE DESCRIPTION FORM</b>		
Name of the module/subject <b>Organizational behavior</b>		Code <b>1011105211011105256</b>
Field of study <b>Engineering Management - Part-time studies -</b>	Profile of study (general academic, practical) <b>(brak)</b>	Year /Semester <b>1 / 1</b>
Elective path/specialty <b>-</b>	Subject offered in: <b>Polish</b>	Course (compulsory, elective) <b>obligatory</b>
Cycle of study: <b>First-cycle studies</b>	Form of study (full-time,part-time) <b>part-time</b>	
No. of hours Lecture: <b>20</b> Classes: <b>-</b> Laboratory: <b>-</b> Project/seminars: <b>-</b>		No. of credits <b>3</b>
Status of the course in the study program (Basic, major, other) <b>(brak)</b>		(university-wide, from another field) <b>(brak)</b>
Education areas and fields of science and art <b>social sciences</b> <b>Economics</b>		ECTS distribution (number and %) <b>3 100%</b> <b>3 100%</b>
<b>Responsible for subject / lecturer:</b>  dr hab. Edward Niesyty, prof. nadzw. email: Edward.Niesyty@put.poznan.pl tel. 604 264 282 Faculty of Engineering Management ul. Strzelecka 11 60-965 Poznań		
<b>Prerequisites in terms of knowledge, skills and social competencies:</b>		
1	<b>Knowledge</b>	Knows main terminology describing individual?s activity in a society Knows main terminology of social communication processes
2	<b>Skills</b>	Can analyze and valuate own behavior and other persons behavior
3	<b>Social competencies</b>	Umie sprawnie komunikować się w języku narodowym Umie współpracować w zespole
<b>Assumptions and objectives of the course:</b> -To teach to understand basic functions of organized systems of collective acting and methods of analyzing and valuating of their atcions		
<b>Study outcomes and reference to the educational results for a field of study</b>		
<b>Knowledge:</b>		
1. Knows origin, social, psychological and cultural basics of organizations creation - [K1A_W06] 2. Knows mechanisms governing human individuals behavior and groups behavior - [K1A_WO8] 3. Knows and understands determinants of collective activity of autonomous individuals in a team - [K1A_W15] 4. Knows and understands processes of interpersonal communication - [K1A_W15] 5. Knows methods of diagnosing and in-service training of organizations - [K1A_W16]		
<b>Skills:</b>		
1. Can recognize constructive and destructive behaviors and prevent them - [K1A_U05] 2. Can adopt own behavior to requirements of a situation - [K1A_U11] 3. Can organize a work in a team - [K1A_U01] 4. Can communicate efficiently - [K1A_U1-4]		
<b>Social competencies:</b>		
1. Can co-work in a team - [K1A_K05]		
<b>Assessment methods of study outcomes</b>		

Forming assessment: participation in discussion referred to the previous lecture, Final assessment: written final test.		
<b>Course description</b>		
<p>-1. Introduction do sciences of organizational behavior. Origin, subject and methodology of sciences dealing with organizational behavior. Essence, outer and inner determinants of organizational behaviors</p> <p>2. Individuals and groups in organization. Work and roles division. Collaboration and it?s conditions. Forms of collaboration. Dynamics and types of individuals? behavior. Individuals? influence into effectiveness and proficiency of organization</p> <p>3. Human and employee. Analysis of technical and social roles. Executive and subordinate, co-workers. Human identity and identity of group or organization member. Process of learning roles, ways of acting and group behavior.</p> <p>4. Sources if individuals? behavior. Motivation and it?s basics. Personality and attitudes in the process of learning. Motivation theories: Maslov, Herzberg. Motivating: McGregor. Analysis of acting motivation. Ability of collaborating. Need od of support, independence. Confidence to own self. Learning collaboration in action.</p> <p>5. Individual decisive process. Haw decisions are made. Rational and irrational activity. Cognitive discourse.</p> <p>6. Communicating: Model of communication: sender-communicate-receiver. Channel, code, noises. Communicates: statement, opinion. Verbal and non-verbal communication.</p> <p>7. Group communication: Pathologies of communication. Communication without violence. Methods of recognizing of communication styles and forms. Learn how to communicate without violence. Analysis of group communication structures.</p> <p>8. Group and group behavior basics. Group: mechanisms, dynamics, processes, roles division. Group behaviors. Pathology in group activity. Mob, panic.</p> <p>9. Teams and working in teams. Analysis of group roles, methods of group work. Styles of governing. Motivating and rewarding. Kinds of group communicates: orders, talks, valuating, motivating. Methods and requirements of effective team governing.</p> <p>10. Governing and leadership. Powel, politics, leadership. Basics of power, it?s implementation. Communicating in organization. Social discourse. Conflicts and negotiations. Pathologies of power, abusing.</p> <p>12. Organization. Types of organizational structures. Rules of organization, social institutions. Dependencies. Methods of recognizing rules of acting and collaboration. Organizational structures and organizational processes, their efficiency.</p> <p>13. Culture of organization. Cultural patterns: technical, economical and social. Conceptions of culture of organization. Values, norms, artifacts. Culture influence into organization activity efficiency. National cultures and organizations.</p> <p>14. Change and improvement in organization. Analysis of organizational problems. How to govern a change. Designing new rules of company?s culture. Social environment and it?s commitment. Social climate. It?s nature and influence into organizations activity.</p>		
<b>Basic bibliography:</b>		
<p>1. S. P. Robbins, Zachowania w organizacji, Warszawa; PWE, 1998</p> <p>2. Cz. Sikorski, Zachowania ludzi w organizacji, Warszawa; PWN, 1999</p> <p>3. S. P. Robbins, D. A. DeCenzo, Podstawy zarządzania, Warszawa; PWE 2002</p> <p>4. E. Aronson, Człowiek istota społeczna, Warszawa, PWN 1978</p>		
<b>Additional bibliography:</b>		
<p>1. B. Grouard, F. Meston, Kierowanie zmianami w przedsiębiorstwie, Warszawa 1997</p> <p>2. M. Laszczak, Patologia w organizacji, mechanizmy powstawania, zwalczanie, zapobieganie, Kraków; WPSB, 1999</p> <p>3. J. Mole, W tyglu Europy, Warszawa, Prószyński i Ska 2000</p> <p>4. M. Rosenberg, Porozumienie bez przemocy, O języku serca, Wyd. J. Santorski &amp;#38;#38;#38; Co, Warszawa 2003</p> <p>5. D. i S. Schultz, Psychologia a wyzwania dzisiejszej pracy, Warszawa, PWN 2002</p> <p>6. E. Wajszczak, Kształtowanie klimatu organizacyjnego w przedsiębiorstwie, Bydgoszcz, Oficyna Wydawnicza Ośrodka Postępu Organizacyjnego, 2000</p>		
<b>Result of average student's workload</b>		
<b>Activity</b>	<b>Time (working hours)</b>	
1. Lectures	20	
2. Preparation for lectures	10	
3. Consultations	2	
4. Preparation for final test	11	
5. Final test	2	
<b>Student's workload</b>		
<b>Source of workload</b>	<b>hours</b>	<b>ECTS</b>
Total workload	45	3
Contact hours	24	2

Practical activities	0	0
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