STUDY MODULE DESCRIPTION FORM

Name of the module/subject **Organizational behavior**		Code **1011105211011105256**

Field of study **Engineering Management - Part-time studies -**	Profile of study (general academic, practical) **(brak)**	Year /Semester **1 / 1**

Elective path/specialty **-**	Subject offered in: **Polish**	Course (compulsory, elective) **obligatory**

Cycle of study: **First-cycle studies**	Form of study (full-time, part-time) **part-time**

No. of hours Lecture: **20** Classes: **-** Laboratory: **-** Project/seminars: **-**	No. of credits **3**

Status of the course in the study program (Basic, major, other) **(brak)**	(university-wide, from another field) **(brak)**

Education areas and fields of science and art	ECTS distribution (number and %**)**

Responsible for subject / lecturer:

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Prerequisites in terms of knowledge, skills and social competencies:

1	**Knowledge**	Knows main terminology describing individual?s activity in a society Knows main terminology of social communication processes
2	**Skills**	Can analyze and valuate own behavior and other persons behavior
3	**Social competencies**	Umie sprawnie komunikować się w języku narodowym Umie współpracować w zespole

Assumptions and objectives of the course:

-To teach to understand basic functions of organized systems of collective acting and methods of analyzing and valuating of their atcions

Study outcomes and reference to the educational results for a field of study

Knowledge:

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]

Skills:

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]

Social competencies:

1. Can co-work in a team - [K1A_K05]

Assessment methods of study outcomes

Forming assessment: participation in discussion referred to the previous lecture,

Final assessment: written final test.

Course description

-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

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

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.

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.

5. Individual decisive process. Haw decisions are made. Rational and irrational activity. Cognitive discourse.

6. Communicating: Model of communication: sender-communicate-receiver. Channel, code, noises. Communicates: statement, opinion. Verbal and non-verbal communication.

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.

8. Group and group behavior basics. Group: mechanisms, dynamics, processes, roles division. Group behaviors. Pathology in group activity. Mob, panic.

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.

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.

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.

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.

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.

Basic bibliography:

1. S. P. Robbins, Zachowania w organizacji, Warszawa; PWE, 1998

2. Cz. Sikorski, Zachowania ludzi w organizacji, Warszawa; PWN, 1999

3. S. P. Robbins, D. A. DeCenzo, Podstawy zarządzania, Warszawa; PWE 2002

4. E. Aronson, Człowiek istota społeczna, Warszawa, PWN 1978

Additional bibliography:

1. B. Grouard, F. Meston, Kierowanie zmianami w przedsiębiorstwie, Warszawa 1997

2. M. Laszczak, Patologia w organizacji, mechanizmy powstawania, zwalczanie, zapobieganie, Kraków; WPSB, 1999

3. J. Mole, W tyglu Europy, Warszawa, Prószyński i Ska 2000

4. M. Rosenberg, Porozumienie bez przemocy, O języku serca, Wyd. J. Santorski && Co, Warszawa 2003

5. D. i S. Schultz, Psychologia a wyzwania dzisiejszej pracy, Warszawa, PWN 2002

6. E. Wajszczak, Kształtowanie klimatu organizacyjnego w przedsiębiorstwie, Bydgoszcz, Oficyna Wydawnicza Ośrodka Postępu Organizacyjnego, 2000

Result of average student's workload

Activity	Time (working hours)
1. Lectures	20
2. Preparation for lectures	10
3. Consultations	2
4. Preparation for final test	11
5. Final test	2

Student's workload

Source of workload	hours	ECTS
Total workload	45	3
Contact hours	24	2
Practical activities	0	0