



UNIT OUTLINE

Managing People at Work

UNIT CODE AND TITLE	JN606 Managing People at Work
AUTHOR	Glenice Wood
SCHOOL	Business
COURSE	Bachelor of Management
PREREQUISITE(S)	JN501 Management Principles
COREQUISITE(S)	Nil
DURATION	One teaching period
CREDIT POINTS	15

OBJECTIVES

Students completing this unit will have demonstrated achievement of the following objectives.

Knowledge

- to understand the theories of organisational behaviour (OB)
- to be able to use these theories to understand behaviour of individuals and groups in the workplace

Skills

- to evaluate the models of OB for their appropriateness in the modern organisation
- to be able to apply these theories in practical situations

Values/Attitudes

- to appreciate the role of OB within organisations
 - to appreciate the role of theory in understanding behaviour within organisations
 - to value the complexity of human behaviour, individually and in groups
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CONTENT

- Introduction to behaviour in organisations
- Personality
- Ability and Learning
- Perception
- Values, attitudes and beliefs
- Motivation
- Roles, norms and status
- Groups and Teamwork
- Collaboration, Cooperation and Conflict
- Leadership in the future
- Power and Politics
- Work Stress
- Organisational communication

LEARNING TASKS AND ASSESSMENT

Learning tasks	Learning products	Weighting
Written assignment/research	Essay	25-35%
Group project	Group presentation	
	• Group grade	20%
	• Individual grade	10%
Tutorial interaction	Tutorial participation	10%
Lecture/tutorial revision	Examination	25-35%

Additional Assessment Criteria

Students should attend all tutorials/seminars. Where students attend less than 80% of these classes, they may be asked to demonstrate they have not been disadvantaged by their absence by undertaking additional assessment.

To achieve a pass in this unit all assessable tasks must be submitted. To achieve a pass in this unit a minimum 50% must be achieved in the examination, and an average pass grade achieved on all other assessable tasks in the above table.

METHODOLOGY

This unit will involve 3 hours contact per week, made up of lectures and tutorial workshops.

REFERENCES

Arnold, J., Silvester, J., Patterson, F., Robertson, I., Cooper, C. and Burnes, B. (2005). *Work Psychology: Understanding human behaviour in the workplace*. (4th ed.). Essex, England: Prentice Hall Financial Times.

Drafke, M.W. and Kossen, S. (2002). *The human side of organizations*. (8th ed.). Reading, Mass.: Addison Wesley Longman.

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- Hellriegel, D., Slocum, J.W. & Woodman, R.W. (2000). *Organizational behavior*. (10th ed.). Cincinnati: South Western College Publishing.
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- McShane, S. & Travaglione, T. (2005). *Organisational behaviour on the Pacific Rim*. (Enhanced edition). North Ryde, N.S.W.: McGraw Hill.
- Mullins, L.J. (2004). *Management and organisational behaviour*. (7th ed.). London: Pitman.
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- Wood, J., Wallace, J., Zeffane, R.M., Chapman, J., Fromholtz, M. & Morrison, V. (2004). *Organisational behaviour: A global perspective*. (3rd ed.). Milton, Queensland: Wiley.