

SYLLABUS PLAN 2020-21

BBAS102: ORGANIZATION BEHAVIOUR(1st SEM)

SR.NO	TOPICS	TEACHING POINTS	SPECIFIC OBJECTIVES	METHOD APPROACHES AND TECHNIQUES	RESOURCES AND LINKS
UNIT-I	Introduction: Organisational Behaviour; Models of Individual Behaviour,	Introduction: The Concept of Behaviour in Organizations, Significance of Organisational Behaviour; Models; Emerging Trends: Globalisation, The Changing Workforce, Employment Relationship; Informational Technology and Organisational Behaviour. Individual Behaviour and Interpersonal Behaviour: The Factors Affecting	The objective of the paper is to provide broad understanding of basic concepts and techniques related to the study of human behavior in work-environment and to manage behavioral aspects of organization.	Research study, Recent developments in industry in relation to GST, Discussion, Lecture method, PPT's	1. Robbins, Stephens P., Organisational Behavior 2. Davis, Keith, Human Behaviour at Work: Organisational Behaviour 3. Luthans, Fred, Organisational Behaviour 4. Robbins, Stephens P., Organisational Behavior Concepts, controversies and Applications

		<p>Individual Behaviour, Models of Individual Behaviour, Transactional Analysis in Interpersonal Behaviour.</p> <p>Perception: Perceptual Process; Error in Perception; Improving Perception.</p> <p>Personality in Organisation: Determinants of Personality; Theories of Personality-Myers-Briggs-Types-Indicator (MBTI).</p> <p>Workforce Emotions, Attitude and Organisational Commitment: Types of Emotions; Managing Emotions; The Five Dimensions of Emotional Intelligence; Components of Attitude; Cognitive</p>			<p>5. Mc Shane and Von Glinow., Organisational Behavior.</p>
--	--	---	--	--	--

		Dissonance Theory of Attitude; Building Organisational Commitment			
UNIT-II	Motivation: Work Team and Conflict: Organisational Culture and Stress	Motivation: Foundations of Employees Motivation; Content Theories of Motivation –Maslow, Herzberg , Mc Gregor and Mc Cllenland. Work Team and Conflict: Stages of Team Development; Team Norms. Team Cohesiveness; Social Loafing, Conflict: Types; Sources of Conflict; Resolving conflict. Organisational Culture and Stress: Components of Culture; Strategies to Merge Different	The objective of the paper is to provide broad understanding of basic concepts and techniques related to the study of human behavior in work-environment and to manage behavioral aspects of organization.	Research study, Action research, Examples, Recent developments in industry, Discussion, Lecture method, PPT's	<ol style="list-style-type: none"> 1. Robbins, Stephens P., Organisational Behavior 2. Davis, Keith, Human Behaviour at Work: Organisational Behaviour 3. Luthans, Fred, Organisational Behaviour 4. Robbins, Stephens P., Organisational Behavior Cocepts, controversies and Applications 5. Mc Shane and Von Glinow., Organisational Behavior.

		<p>Culture; Strengthening Organisational Culture. Stress- Causes of Stress; Consequences; Stress Management Strategies. Organisational Change: Forces for Change; Resistance to Change; Overcoming Resistance to Change.</p>			
--	--	--	--	--	--

Question bank

1. Discuss the various functions of Management.
2. Mention the scientific principles of management and also specify the features of scientific management.
3. Describe about the evolution of management thought.
4. What is Decision making? State and explain the steps involved in a managerial decision making process.
5. Write an essay about the contributions made by F.W.Taylor to the field of Management.
6. Explain contributions and limitations of Fayol's Administrative Theory of Management.
7. Critically evaluate the Systems School of Management thought.
8. Elucidate and explain the important principles of management. Describe the studies done , conclusions and criticisms of Hawthorne experiments.
9. Discuss in brief the various techniques of decision making.
10. Discuss the various functions of Management.
11. Mention the scientific principles of management and also specify the features of scientific management.
12. Describe about the evolution of management thought.

13. What is Decision making? State and explain the steps involved in a managerial decision making process.
14. Write an essay about the contributions made by F.W.Taylor to the field of Management.
15. Explain contributions and limitations of Fayol's Administrative Theory of Management.
16. Critically evaluate the Systems School of Management thought.
17. Elucidate and explain the important principles of management.
18. Describe the studies done , conclusions and criticisms of Hawthorne experiments.
19. Discuss in brief the various techniques of decision making.
20. Explain the various techniques used in selection process.
21. What do you understand by selection? Highlight the different types of interviews that can be used in the selection process.
22. What is Job analysis ? Why is it essential for the effectiveness of the job done?
23. What is Recruitment? Explain the different sources of recruitment.
24. What do you understand by the term training? Explain its importance.
25. Explain the meaning and purpose of Performance appraisal.
26. Explain why is it essential to deliver training in an organization?

27. What is employee compensation? Explain its importance.
28. Explain the various types of training methods adopted by an organization.
29. Write note on: Direct compensation Indirect compensation
30. Define Motivation. Explain the importance of motivation in an organization.
31. Discuss critically the Herzberg's theory of motivation
32. What do you understand by the term Leadership? What are its characteristics ? Discuss the significance of leadership in modern business.
33. Explain the various forms of communication in detail.
34. Describe Maslow's hierarchy of needs theory and its limitations.
35. Explain the purpose and functions of communication in an organization. How can Communication be effective?
36. Define Leadership. State qualities and functions of a Leader.
37. Discuss critically the Herzberg's theory of motivation
38. Discuss the financial & non financial incentives of motivating employees.
39. Discuss the role of communication in Effective running of an organization.
40. Write notes on: Equity theory Horizontal communication & Diagonal communication

41. What is budgetary control and explain its significance.
42. What are the steps in controlling process and state the essentials of effective control.
43. State the principles and techniques of coordination.
44. Co-ordination is the essence of management-Discuss
45. Define control. What are the features of a good control system?
46. What are the requirements for effective control? Explain the different types of control.
47. What is co-ordination? Explain in detail various types of co-ordination.
48. Write an Essay on Control.
49. Write an essay on co-ordination.
50. Write notes on : Importance of co-ordination
51. What do you understand by selection? Highlight the different types of interviews that can be used in the selection process.
52. What is Job analysis ? Why is it essential for the effectiveness of the job done?