

DESCRIPTION OF THE COLLEGE

GENERAL INFORMATION		
Course Holder	Ph.D. Sanja Gutić Martinčić	
Name of the College	Organizational Behavior	
Study program	Business Management MBA/ Course code: MBA-ORGP-18	
Status of the College	Mandatory	
Code	MBA-ORGP-18	
Year	Year 2	
Point value and method of teaching	ECTS Student Workload Coefficient	7
	Number of hours (P+H+S)	28+28+0

DESCRIPTION OF THE COLLEGE	
1.1. Objectives of the course Students are expected to develop: a) General competencies • The Rise of Professional Integrity • Independent decision-making in the field of human resources • Determining the Importance of Human Resources for a Business Organization b) Specific competencies • Application of appropriate methods in human resources management • making judgments on the appropriateness of individual models in the management of organizational knowledge and innovation • Managing teams, the negotiation process and the diversity of employees	
1.2. Requirements for enrolment in the course According to the Study Regulations	
1.3. Expected learning outcomes for the course Students should be able to: I1 Analyze the basics of organizational behavior I2 Categorize the fundamental factors of organizational culture and assess its impact on organizational behavior I3 Identify and design a model for managing organizational knowledge and innovation. I4 Distinguish leadership theories and plan their application in different types of work teams I5 Evaluate the success of the application of different communication styles in the success of negotiation and conflict resolution I6 Synthesize the diversity of employees and choose an appropriate management method	

1.4. The content of the course		
The Basics of Organizational Behavior	1. Definition and purpose of organizational behavior 2. Challenges for organizational behavior 3. Solution and insights into solutions offered by organizational behavior 4. Basic model of organizational behavior	
II Organizational culture	1. Definition and Primary Characteristics of Organizational Culture and Climate 2. Functions of organizational culture 3. Creating and maintaining an organizational culture	
III Management of organizational knowledge and innovation	1. Organizational Knowledge Management 2. Organizational innovation management	
IV Leadership theories and their application in different types of work teams	1. Definitions and theories of leadership	
	2. Contemporary Leadership Issues	
	3. Types of teams and ways to lead different types of teams	
	4. Creating effective teams	
Different Communication Styles in Negotiation and Conflict Resolution	1. Communication functions and communication process	
	2. Contemporary problems in communication	
	3. Definition and process of conflict development	
	4. Negotiation process and strategies	
VI Diversity of employees	1. The most common problems with diversity in the workplace	
	2. HR activities for diversity management in the organization	
1.5. Types of teaching (put X)		
	☒ lectures ☐ Seminars and workshops ☒ Exercises ☐ Distance education ☐ Field Teaching	☒ Individual tasks ☐ Multimedia & Network ☐ Laboratory ☐ mentoring work ☐ other _

1.6. Obligations of students							
<i>The obligations of students are prescribed in detail by the Statute and the Study Regulations.</i>							
<i>The key obligations of students are:</i>							
ATTENDANCE AT CLASSES: <i>students are obliged to attend classes, actively follow lectures and exercises and participate constructively in classes, and in order to acquire the right to take the exam, it is necessary to attend classes in the percentages prescribed by the Study Regulations. For each student, their presence in class is recorded through the Infoeduka digital office system. The minimum commitments are;</i>							
<i>Full-time students must attend at least 70% of the total number of classes to be eligible to sign.</i> <i>Part-time students need to attend at least 50% of the total number of teaching hours to be eligible to sign.</i>							
EXAM: <i>in order to achieve a positive grade in a subject, it is necessary to achieve at least 54 points in the subject, but also at least 50% of points for each learning outcome. The method of taking the exam is described in more detail in the item Assessment and evaluation of students' work during classes and at the final exam.</i>							
*FINAL EXAM – <i>a student who has not met the conditions for passing the exam during the continuous examination (has achieved a total of at least 54 points in the course and met the lower point threshold for the acquisition of each learning outcome, i.e. at least 50% of the points of each learning outcome), may take the learning outcomes of the course at the final exam.</i>							
PROJECT: <i>the student is required to create a project on the topic of Organizational Behavior</i>							
*CONTINUOUS ASSESSMENT OF KNOWLEDGE: <i>for more efficient progress of students in teaching, written intermediate exams, preparation of presentations, group work, preparation of practical tasks are carried out. In this way, students acquire smaller teaching units and master the subject material more easily.</i>							
1.7. Monitoring of student work (add X with the appropriate form of monitoring)							
Attendance	x	Teaching activity		Term paper		Experimental work	
Written exam	x	Oral exam		Essay		Research	
Design	x	Continuous assessment*		Paper		Practical work	
Portfolio							
1.8. Assessment and evaluation of students' work during classes and at the final exam							
Assessment and evaluation of students' work during classes and at the final exam is carried out on the basis of the Study Regulations of the EFFECTUS University of Applied Sciences.							
Allocation of points according to forms of student performance monitoring							
	Attendance	Written exam	Design	Term paper	Practical work	Total	

I1		16				16
I2		16				16
I3		16				16
I4		6	10			16
I5		6	10			16
I6		6	10			16
OUT OF THE BOX	4					4
TOTAL						100

Linking learning outcomes, teaching methods and methods of assessment of knowledge:

Forms of Tracking	Learning outcomes	Teaching method	Method of assessment of knowledge	Maximum number of rating points
Attendance	1-6	Lectures and exercises	Record Sheets	4
Written exam	1-6	Lecture, exercises, group assignments	Essay questions, alternative tasks	66
Project assignment	4-6	Guided training	Projects, group projects	30
Total	/	/	/	100

Type of student workload	Hours of student workload	ECTS credits
Attending face-to-face classes	56	1,9
Field trips/visits outside the college	0	0,0
Independent study/research	34	1,1
Out-of-classroom preparation and preparation of seminars/presentations	30	1,0
Work on an out-of-classroom project assignment	0	0,0
Independent preparation for exams and exam time	60	2,0
Consultation activities	15	0,5
Other	15	0,5
TOTAL ECTS credits	210	7,0

Monitoring the workload of students through ECTS credits

JUDGING:

In order to achieve a positive grade in the course, the student must cumulatively meet two conditions: achieve a total of at least 54 (fifty-four) points in the course and meet the lower point threshold for the adoption of each individual learning outcome, which is 50% of the total points of the learning outcomes.

Grades are calculated based on the following distribution of points:

NUMBER OF POINTS	RATING
0,00 – 53,90	<i>Insufficient (1)</i>
54,00 – 64,90	<i>Sufficient (2)</i>
65,00 – 79,90	<i>Good (3)</i>
80,00 – 89,90	<i>Very Good (4)</i>
90.00 and more	<i>Excellent (5)</i>

The evaluation is carried out in a transparent manner by collecting points. Each course is valued with 100.00 points (with the possibility of achieving an additional 8 points on the Challenge learning outcome).

CHALLENGE LEARNING OUTCOME - the student has the opportunity to earn an additional maximum of 8 points through the Challenge learning outcome; The student independently chooses one of the activities proposed in the first lesson, and has the opportunity to independently propose an activity by which he wants to increase the number of points and, with the consent of the course holder, achieves them according to the criteria of the subject. Points for the Challenge learning outcome are not distributed

according to the learning outcomes, but the number achieved is an additional number of points to the total number of points achieved according to the learning outcomes.

Before taking the final written exam, each student must meet the prescribed conditions, which primarily means that they have attended the % of classes determined by the Study Regulations and that they have received an electronically encrypted permission to take the exam.

1.9. Required literature and number of copies in relation to the number of students currently attending classes in the course		
<i>Title</i>	<i>Number of copies</i>	<i>Number of students</i>
1.Hodak, Z., script, <i>Organizational Behavior</i> , Zagreb, 2022.	5* *students receive compulsory literature in permanent ownership	60
2. Robbins, S. P., Judge, T. A.: <i>ORGANIZATIONAL BEHAVIOR</i> , publisher MATE, Zagreb, 2009.	5* *students receive compulsory literature in permanent ownership	60
3.Gutić, D., Gutić Martinčić S.: "Organizational Behavior", publisher EFFECTUS, Zagreb, 2018.	5* *students receive compulsory literature in permanent ownership	60
1.10. Supplementary literature <i>Robbins, S. P.: ESSENTIAL ELEMENTS OF ORGANIZATIONAL BEHAVIOR, published by MATE Zagreb, 1992.</i>		
1.11. Quality monitoring methods that ensure the acquisition of output knowledge, skills and competences		
• analysis of exam results, achieved results, level of understanding and knowledge during exercises, practical tasks and group work, • conducting a survey among students, • Evaluation of teachers. • achieved results and level of knowledge presented during the preparation and defense of the final thesis (students who choose the final/graduate thesis in this subject), • analysis of the reports of the Quality Center and • Feedback from students who have already graduated and their employers on the usefulness of the content of this course in the performance of the work they do.		