

**UNIVERSITY of NORTH TEXAS
COLLEGE of BUSINESS**



**MGMT 3720 – ORGANIZATIONAL BEHAVIOR
5W1 SUMMER 2019 COURSE SYLLABUS
JUNE 3 – JULY 5, 2019
INET SECTIONS 001 AND 026 – 100% ONLINE COURSE VIA CANVAS**

Professor: Erin Welch, Department of Management Lecturer
Office: 358A - Business Leadership Building - Denton Campus
Phone: 940-565-4766 – Office
E-mail: Erin.Welch@unt.edu ***BEST WAY TO REACH ME***

Please email me directly at the UNT address above. (instead of through Canvas)

****Be sure to include MGMT 3720 in the Subject Line****

NOTE: Email is checked on a regular basis Mon-Fri. However, there may be times where it could take me up to 24 hours to respond especially on weekends. If you do not receive an email reply from me after 24 hours, please call me and/or re-send your email because something has happened to your email. I will inform you if I will be unable to respond due to travel, illness, etc.

Office Hours: *Daily Online Presence
*By Appointment

Please check the course Canvas page for announcements, new postings, assignments, etc. on a regular basis throughout the semester!

INTRODUCTION:

Organizational Behavior (MGMT 3720) is a junior level survey course that examines people's behaviors in organizations. MGMT 3720 is a core topic required of all students majoring in one of the many degree plans of the College of Business (CoB) at UNT. The course title, Organizational Behavior, is defined as the study of individual behavior and group dynamics on organizational settings. In the collective judgment of CoB faculty, the research, theory, and practices described in our Organizational Behavior literature represent the very best introductory explanation for the behavior of managers in for profit firms/organizations. *UNT's Undergraduate Catalog* states: 3720 – Organizational Behavior (3 credit hours). Individual behavior in formal organizations. Cases, lectures, and experiential exercises in organizational culture, motivation, leadership, dynamics of power, perception and attribution, communication, decision making and performance, and individual differences. Open to non-business majors.

Offering this course through Canvas creates new opportunities and challenges. Canvas offers you the convenience of an Internet based class meeting the standards set forth by the College of Business, the University of North Texas, the State of Texas, and the Association to Advance Collegiate Schools of Business (AACSB). Please do not suggest that an online class translates into an "easy A". The keys are to stay up with the course schedule, read announcements, set aside time to study and analyze the

material, and reach out with questions.

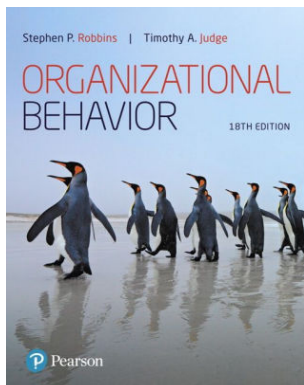
COURSE OBJECTIVES:

The general/broad learning objectives of this course are as follows:

- 1.) To develop an understanding of the systems approach as applied to human and organizational behavior.
- 2.) To understand the foundations of individual behavior.
- 3.) To understand the importance of embracing and managing diversity in organizations.
- 4.) To identify the role of personality and perception in affecting behavior in organizations.
- 5.) To learn about career management in organizations.
- 6.) To examine a number of traditional and contemporary approaches to work motivation.
- 7.) To examine the important variables in individual and group decision making and problem solving.
- 8.) To develop an awareness of the potent role of groups and teams in organizations, and how they impact performance.
- 9.) To learn how to be a contributing member of a productive team.
- 10.) To understand the importance of managing conflict and negotiation in organizations.
- 11.) To appreciate the role of influence tactics, empowerment, and politics in organizations.
- 12.) To review the current state of knowledge with respect to leadership and leader behavior.
- 13.) To appreciate the ideas involved with work design and technology in organizations.
- 14.) To connect to and learn about organizational culture, its influence and importance to products and services produced.
- 15.) To understand how to manage change in organizations.
- 16.) To learn how to manage occupational stress in organizations.
- 17.) To apply course concepts to practical organizational problems.

REQUIRED TEXTBOOK:

We will use Robbins and Judge's Organizational Behavior, 18th edition, published by Pearson. Please note that only the textbook is required. The UNT Bookstore has the text in stock.



Pearson's online learning tool, My Management Lab, is NOT required. However, some digital copies of the textbook (digital is usually the most cost effective option) come with access to My Management Lab. No assignments will be given outside of Canvas, but if you would like to use My Management Lab as a learning tool OR a way to access your e-text, you MUST sign up through the My Management Lab link in the course's Canvas page. Pearson does offer a digital version of the text without My Management Lab. They also offer a free trial if you would like to try it. To check out options from the publisher, please visit: www.mypearsonstore.com

Please note that you should purchase the required text (NOT old versions) as the quiz and exam questions will be pulled from the 18th edition. You need the textbook to do well on the exams. Also, be careful with International/Global Editions. In the past, students have had problems with the material in the global editions not matching the required text. Additional readings and assignments will be distributed through Canvas.

My Management Lab – PEARSON:

If you decide to purchase access to My Management Lab (remember, it's optional!), you will have access to tools that will help you absorb course material and put concepts into perspective. The tool is integrated directly with Canvas so you have a single sign-on experience, and you will find handouts on Canvas that will help you with registration for My Management Lab.

Course Name on My Management Lab: MGMT 3720_Organizational Behavior_Summer 5W1 2019_EW

****NOTE:** *This course is linked to Canvas which means you MUST register through Canvas, NOT directly through the My Management Lab site.* **

Pearson Technical Support: <http://247pearsoned.custhelp.com/>

To enroll, you need: 1) Course ID, 2) Email address, and 3) Student Access Code from Bookstore (or a valid credit card to purchase the access code directly from Pearson). When you register through Canvas, you won't need the course ID.

ACCESS TO CANVAS:

- You can access the course at <https://canvas.unt.edu>
- Login using your EUID and Password
- Click "MGMT 3720" from the list of courses

Please note that Canvas relies heavily on electronic technologies for online courses, and technology is not a 100% reliable. It is each student's responsibility to take exams in a location with a reliable computer and internet connection. If taking the exam on campus, please use the Business Leadership Building computer labs. Be sure to check your browser before starting the exam (Google Chrome or Mozilla Firefox work best). We have experienced exam question distortion in Safari as well as on mobile devices! Be sure to use a hard wired broadband connection or a very dependable wireless connection.

TECHNICAL ISSUES WITH CANVAS:

Please immediately report all Canvas problems to the helpdesk at 940.565.2324. Be sure to ask for a ticket number and then email the ticket number to me along with the report from the helpdesk. Without a ticket number, I can't follow up on the technical issue.

Technical difficulties will be resolved as they appear. The University computer techs can determine exactly what has taken place and will advise me of the outcome (your ISP, our ISP, Canvas, etc.). I will make a determination on how to resolve the technical issue based on their advice, University policy, applicable law, and my experience.

EUID ACCESS AND PASSWORDS:

Enterprise User Identification Numbers (EUID's) and passwords are required by the University of North Texas to access this course. It is the student's responsibility to maintain a current EUID number and password. You may reset your password at <https://ams.unt.edu/acctreq.php>

EAGLE CONNECT ACCOUNTS:

All students should activate and regularly check their EagleConnect (e-mail) account. EagleConnect is used for official communication from the University to students. For information about EagleConnect, including how to activate an account and how to have EagleConnect forwarded to another e-mail address, visit: <https://eagleconnect.unt.edu/>

EVENT TIMING:

All times stated in this course will conform to **US Central Standard Time (CST)** and Texas state daylight savings time adjustments.

STRUCTURE:

There are approximately 100 students enrolled in this on-line section of MGMT 3720. My goal is to provide a high level of customer service so that you are not alone in cyber space. If you need assistance with anything related to this course, you should e-mail me at Erin.Welch@unt.edu

Lessons in the course will be conducted using the textbook and lecture notes (modules in Canvas). Videos and articles will deal with issues related to organizational behavior/culture. Recognize that each video/article is simply a record of an issue, which has been faced by business executives. It is not to be construed as portraying either correct or incorrect behaviours. Instead, these articles/cases contain the facts, opinions and prejudices upon which executive decisions have been made. As such, they will provide the basis for in-depth examination of particular issues and concepts.

For this method of instruction to work effectively, you must have read, viewed and thought about all assigned material. A good rule of thumb is to spend as much time analyzing and preparing the material as you do reading it. Although the structure of the course provides flexibility for students, please note that the course is **NOT** self-paced. It has a set schedule of weekly assignments and deadlines that must be met. In addition, it has a standardized process that must be followed and it has scheduled times and defined availability windows for taking exams.

ATTENDANCE AND ASSIGNMENTS POLICY:

Students are required to log into the on-line class to check class announcements, check grades, and complete assignments **at least twice a week (more often during summer sessions)**. For due dates and exam times, please see the Course Schedule towards the end of the syllabus. All of you are at the age where life happens and may require time away from class. University policy states the conditions and

remedies for school and personal related absences. These include, but are not limited to school sanctioned activities, illness, civic duty, military service, caregiver leave, and religious observances (to include funerals). In order to treat everyone equally under the law (Federal and State), some form of official documentation is required as to why-when-where. This is not intended to be an invasion of privacy, but will allow me to accommodate you during this unusual period of time. Please inform me of the situation and discuss documentation at Erin.Welch@unt.edu

ANNOUNCEMENTS:

I will share quick news and course updates with the class using Announcements in Canvas.

Announcements can be accessed via the left hand navigation menu. **It is your responsibility to check Announcements!**

COURSE RELATED E-MAIL MESSAGES:

Please consider the following example of an appropriate e-mail to send to a professor:

To: Erin.Welch@unt.edu
From: Good.Student@my.unt.edu
Title: MGMT 3720 Question about Exam 4

Professor Welch:

Will Exam 4 be available from 12:01am-11:59pm on Tuesday, July 2nd?

Thanks,

Good Student

Please keep in mind that my name is **Professor Welch and not "Hey Prof," "Yo Momma," or "Howdy Teach!."*
BE PROFESSIONAL!

PERFORMANCE EVALUATION AND GRADING:

Each student will be responsible for all assignments. Your grade in this class will be calculated by adding the total points earned during the term. Grades will be earned based on successful completion of the following:

Syllabus Quiz	15
Student Introductions	5
Discussion Board Assignments: 4 @ 20 pts. each	80
Chapter Quizzes: 16 @ 5 pts. each	80
Exams: 4 @ 100 pts. each	400
Maximum Points Possible	580

Final grades will be awarded for the following levels of performance: (final grade consists of points earned – no rounding and no extra credit)

<u>Total Points</u>	<u>Grade</u>
522.0-580.0	A
464.0-521.9	B
406.0-463.9	C
348.0-405.9	D
0-347.9	F

****As the Instructor, I reserve the right to curve exam grades if deemed appropriate after analyzing the results.**

NOTES:

- CHECK CANVAS ON A REGULAR BASIS:** You are responsible for staying up to date with announcements made through Canvas. Changes in the syllabus, assignments, etc. are possible and will be made at my discretion.
- ACT PROFESSIONAL, AND YOU WILL BE TREATED AS ONE:** **Do not come to me and ask what you may do for extra credit! Make an effort from the first day of class and do your best on all assigned items so you won't need extra credit. Remember, no late assignments will be accepted! Do NOT ask me for a deal. Every semester a student will ask me for a deal that is NOT available to all students. It is unethical to ask me to give you points that have not been earned. The Department of Management has high standards for its junior and senior level courses that will be enforced.**

SYLLABUS QUIZ (available in Canvas under the Module "Introductory Assignments"):

Each student will complete an on-line syllabus quiz by the due date in the Course Schedule. The syllabus is located under the Syllabus tab in Canvas and in the Getting Started Module. This quiz will familiarize you with how to take an on-line exam within Canvas. There are 15 multiple choice and true/false questions (worth 1 point each), and you have 30 minutes to complete the quiz. 15 Max Possible Pts.

STUDENT INTRODUCTION DISCUSSIONS (available in Canvas under the Module "Introductory Assignments"):

To kick off the semester, all students will introduce themselves on the Discussion Board. Be sure to respond to all questions (name, major, etc.). The Discussion requires you to post an **Original Response** to each of my question(s) and to **Reply** to at least one (1) of your classmates. 5 Max Possible Pts.

DISCUSSION BOARD ASSIGNMENTS (available in corresponding Chapter Modules):

Four discussion board assignments will be administered throughout the semester. As this is an online class, we are not afforded the opportunity to meet and discuss different topics with each other. These discussions are a chance to gain different perspectives from your peers. Keep comments professional (*no cuss words – write as though you are drafting a memo to an external customer and trying to make a good impression!*) and respect each other's thoughts and opinions. When responding, do NOT start a new thread – simply click reply.

GRADING: These assignments will be graded on content only. If students present quality posts (**original post** and **responses to two classmates** per the outlines in Canvas), they will earn full credit (20 points). When responding, clearly answer each question. Keep responses to the point, and they MUST demonstrate independence of thought.

- Discussion Post Grading will be as follows:
 - **20 points** – Extraordinary, Superb, Excellent! Followed the guidelines. No spelling or grammatical errors. Demonstrates that the student researched the topics and has a clear understanding of the concepts. Student provides examples and explains reasoning/thought process.
 - **15 points** – Good/Satisfactory. Meets majority of guidelines. Very few spelling and grammatical errors. Demonstrates a general understanding of the company and concepts discussed.
 - **10 points** – Fair, Marginally Satisfactory. Only met part of the guidelines. Did not expand on statements/positions. Spelling and grammatical errors.
 - **5 points** – Barely Passing/Acceptable. Met very few guidelines. Does not demonstrate that the poster read and understood the concept.
 - **0 points** – Not Passing or Not Submitted, Unprofessional, Excessive similarity to answers posted by other students.
 - ****The context of the assignment (formatting, grammar, spelling, proper citation techniques, etc.) will be assessed.****
 - **PROOF YOUR WORK and NO TEXTING LANGUAGE!!**
 - ****At the end of your original post, be sure to give credit to any works referenced (recommended APA format). ***

Grades for the Discussion Board Assignments will be posted within two days after the assignment due date. Once the Discussion is locked/closed, there is NO provision for making up the missed Discussion. 20 Max Possible Pts per Discussion Board Assignment.

CHAPTER QUIZZES (available in the corresponding chapter modules):

You will have 16 Chapter Quizzes over the course term. No Chapter Quiz Grades will be dropped. **Each quiz has 5 multiple choice questions that you must answer in 10 minutes. Keep in mind that this is NOT representative of the exams – the exams are timed and designed to quickly test your knowledge with 50 questions in 60 minutes.** You only have 1 shot for each quiz.

Each quiz is worth 5 points total (1 point per question). Five points may not seem like a lot but the points go a long ways towards your final letter grade in the course so be sure to complete the chapter quizzes by the assigned due date in the course schedule. **The Chapter Quizzes will be available from the first day of class in case you want to work ahead, and they will close per the assigned times in the course schedule. There is NO**

provision for making up a missed quiz and NO quiz will be given at a time different than that provided in the course syllabus. All quizzes are open book, open notes. Complete the quizzes as you work through each corresponding lesson. You will receive a zero if you do not complete a quiz by its due date. No make-up quizzes allowed.

EXAMS 1, 2, 3, and 4 (available under the applicable chapter modules in Canvas):

The four (4) exams are “knowledge-acquisition-application” oriented. That is they are designed to “quickly” test your knowledge of management concepts and theories, certain key business concepts, or analytical tools. The objective is to ensure that all students “are on board” and are “staying up-to-date” with the instructor and the rest of the class. **Using textbooks and/or notes on exams is NOT recommended as there is NOT time to look up answers. Prepare as though it is a closed book exam!**

It is my intent at this time to offer all exams on-line (timed) in multiple choice and true/false format. **The exams will be available for a 24 hour window– refer to the course schedule for exact dates.** You will have one shot at the exam regardless of what you see in Canvas. Each exam will have 50 multiple choice and true/false questions, and once you begin the exam, you will have 60 minutes to complete each exam. (50 questions @ 2 pts each = 100 possible points)

You must complete the exam in one sitting during the exam availability window. I strongly recommend you start your exam EARLY during the Open/Access Window. There are more resources to help you earlier in the day (such as myself and be aware of the help desk’s hours). Please note that I am not usually available late at night. If you send me an email late at night, don’t expect a response until the following morning. If you wait till the last hour of the availability period and encounter difficulties, you might get a zero on the exam.

Research involving thousands of students in this course over the past several years indicates that 60 minutes is enough time to answer 50 questions in this junior level, survey course...if you know the material! If you do not know the material, no amount of examination time will be enough. To be successful in this course, you will need to know and understand the text material! Know definitions and outline the chapters to create your own study notes (study guides are NOT provided in my junior and senior level courses). Think about the examples in the book – these will be very similar to the scenarios you see in the application questions on the exam. The exams focus mainly on the textbook material and material in the modules (chapter outlines, supporting articles, etc.). To do well on the exams, you must thoroughly read and analyze the text as well as study my chapter outlines which can be found in the modules on Canvas. Starting the day before is not studying, that is cramming! Give yourself a fair shot!

Direct Broadband/Hard-Wired (*not wireless*) connections are **HIGHLY RECOMMENDED** for the exams. **If you experience technical issues, contact the help desk immediately at 940-565-2324, then me A.S.A.P. at Erin.Welch@unt.edu with the ticket number and help desk report.** Modify pop-up blocker software and clear cache for the exam. Do NOT wait to report technical difficulties. Without a ticket number, I can’t follow up on the technical issue! After receiving the ticket number, I will make a determination on how to resolve the technical issue based on the help desk report, University policy, and my experience.

You will not be able to view your exam score until I have completed a post-exam analysis. I will send an Announcement once scores have been released (usually within 1-2 days following the exam). After I send the announcement that scores have been released, you will be able to view your exam score in your “My Grades” tool. Exams will not be released electronically. If you have questions, please send me an email.

****ACADEMIC INTEGRITY: Usage of cell phones, iPhones, cameras, or ANY other electronic device is NOT allowed during a test. Talking to other students, soliciting or giving help is NOT allowed. Copying, photographing, or disseminating the questions in any form is prohibited. Remember, the exam questions are randomized so you will NOT see the same questions in the same order as your classmates.****

SCHOLASTIC DISHONESTY POLICY:

The UNT Student Academic Integrity Policy provides penalties for misconduct by students. Academic dishonesty includes cheating and plagiarism.

The term “cheating” includes, but is not limited to, (1) use of any unauthorized assistance in

taking quizzes, tests or examinations including e-mail messages, on-line chat tools, Group-Me Chats; (2) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; (3) the acquisition, without permission, of tests or other academic material belonging to a faculty member or staff of the university; (4) dual submission of a paper, discussion post, or project, or resubmission of a paper or project to a different class without express permission from the instructor; or (5) any other act designed to give a student an unfair advantage on an academic assignment.

The term "plagiarism" includes, but is not limited to, the use, by paragraph or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

Instructors have primary responsibility for academic assessment. In instances of academic dishonesty, instructors may impose an education assignment if it is determined that the student did not intend to harm another or gain advantage. A finding by an instructor that academic dishonesty occurred may be considered grounds for more serious academic penalties, up to and including failure in the course.

ACCEPTABLE STUDENT BEHAVIOR:

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT.

Students engaging in unacceptable behaviour will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at <https://deanofstudents.unt.edu/conduct>

REQUESTS FOR ALTERNATIVE TESTING TIMES:

Exams are available for a 24 hour window. Therefore, I do not anticipate scheduling issues, but if you have a conflict, you MUST contact me **prior to the exam**, and the request must comply with University policy. Final exams can be rescheduled if you have two or more on the same day, but you must provide your class schedule as documentation when requesting an alternative testing time. Forward the information to me at Erin.Welch@unt.edu with the words "MGMT 3720 Exam Conflict" in the subject line, and include your name, student ID number, and detailed reason for request.

No make-ups will be granted for missed or late assessments, quizzes, assignments, or exams.

SUNDOWN RULE:

You have **one (1) week (from the date the grade is released)** to inquire about your grade on an exam, quiz, discussion post, or any other assignment. **The exception to this is the last round of assignments, Exam 4, and your Final Letter Grade when inquiries need to be taken care of as soon as possible before I submit grades to the Registrar.** The purpose is to resolve any issue during the term and not wait until the last week of the term. **Check your grades every week!**

DROPPING THE COURSE:

Please note that **Wednesday, June 26th** is the last day for a student to drop a course with consent of the instructor. If you decide to drop by the deadline, you will receive a W (not a WF) which doesn't impact your GPA. If you have questions regarding your grade, please contact me via email.

To drop the course, complete the Drop Consent Form and submit it to the Registrar:

https://registrar.unt.edu/sites/default/files/drop_request_fillable.pdf

EMERGENCIES OR WEATHER CONDITIONS:

Emergencies may include health related emergencies as declared by the proper authorities or disasters, either natural or man-made activities or states of emergency affecting the population, as declared by the proper authorities. Weather conditions are declared by UNT authorities. We will continue to operate through normal Internet connections. Course timing and due dates adjustments will be made as required

which I will announce via Canvas. If you miss an assignment or exam, please refer to the class attendance policy.

EMERGENCY ALERTS:

The University of North Texas has an emergency Notification System, [Eagle Connect Alert](#), which has the capability of calling or text messaging emergency notices. As a student, you may also register with Eagle Connect Alert to receive notification of any warnings or campus closings that are announced. Instructions for enrollment can be found at [my.unt.edu](#). The university's website <http://www.unt.edu> will provide updated information during an emergency situation.

COURSE EVALUATIONS:

This semester, UNT will administer course evaluations online (the "SPOT" – Student Evaluation on Teaching). The evaluations are used to evaluate faculty performance and provide guidance on what can be improved (also tell us what you like!). These are very important to me as you are the reason I'm here. I truly value your feedback and very much appreciate you taking the time to complete the evaluations which will be administered towards the end of the semester. You will be notified on Canvas and via your UNT email once the evaluations open.

ADA ACCOMMODATION:

The course instructor works closely with and conforms to the strict guidelines of the Office of Disability Accommodation (ODA). Printed exams can be administered by ODA at a location agreed upon by the client, the instructor, and ODA staff. In addition, recommendations as to extended timing and other conditions as prescribed will be met. **University Policy requires that students notify their instructor(s) within the first week of class that an accommodation will be needed** (this is done by sending the Instructor the letter of accommodation that has been approved by ODA for the semester).

IMPORTANT NEWS FOR F-1 VISA HOLDERS:

For F–1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission. If the F–1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement [Title 8 CFR 214.2 Paragraph (f)(6)(i)(G)].

UNT Compliance: To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course. Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, they should contact the UNT International Student Office at 940.565.2195 or InternationalAdvising@unt.edu to get clarification before the one-week deadline. If such an on-campus activity is required, it is the student's responsibility to do the following:

- (1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.**
- (2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose. F-1 Visa holders will be required to attend weekly scheduled office visits throughout the term.

INTELLECTUAL PROPERTY:

State common law and federal copyright law protect my posted web material. It is my own original work. Whereas you are authorized to take notes, thereby creating a derivative work from my material, the authorization extends only to making one set of notes for your own personal use and no other use. You are not authorized to make any commercial use of your notes without express prior permission from me. Moreover, I will not use your work without your permission.

MGMT 3720.001/026 INET – ORGANIZATIONAL BEHAVIOR
COURSE SCHEDULE

Week	Date	Topic	Reading/Assignment
WEEK 1			
	June 3 Monday	<ul style="list-style-type: none"> - Introduction & Overview - Practice with Canvas (review the Getting Started Module) - Purchase textbook 	<ul style="list-style-type: none"> - Read the Syllabus - Review the Getting Started Module in Canvas - The following assignments are DUE by 11:59pm, Thursday, June 6th: *Syllabus Quiz *Discussion – Student Introductions <i>**Note: These assignments aren't due until Thursday, but they are open and may be completed any time before the deadline.**</i>
	June 4 Tuesday	<ul style="list-style-type: none"> - CH 1: What is Organizational Behavior <i>**All Exam 1 assignments (Chapter Quizzes and Discussion Board Assignment for CH 1-4) are available and must be completed by 11:59pm, Monday, June 10. It is recommended that you study 1-2 chapters per day to give yourself adequate time to study and analyze the material as well as complete chapter quizzes and the discussion board assignment – do NOT wait until the last minute!**</i>	<ul style="list-style-type: none"> - Read Text: CH 1 - Review Module 1 in Canvas (PPT, Chapter Outlines, Supporting Articles/Videos, etc.) - The following assignment is DUE by 11:59pm, Monday, June 10th: *CH 1 Quiz
	June 5 Wednesday	<ul style="list-style-type: none"> - CH 2: Diversity in Organizations 	<ul style="list-style-type: none"> - Read Text: CH 2 - Review Module 2 in Canvas - The following assignment is DUE by 11:59pm, Monday, June 10th: *CH 2 Quiz
	June 6 Thursday <i>**Introductory Assignments Due**</i>	<ul style="list-style-type: none"> - CH 3: Attitudes and Job Satisfaction 	<ul style="list-style-type: none"> - Read Text: CH 3 - Review Module 3 in Canvas - The following assignments are DUE by 11:59pm, Monday, June 10th: *CH 3 Quiz *Part 1 Discussion Board Assignment
WEEK 2			
	June 10 Monday <i>**Part 1 Module HW Assignments Due**</i>	<ul style="list-style-type: none"> - CH 4: Emotions and Moods 	<ul style="list-style-type: none"> - Read Text: CH 4 - Review Module 4 in Canvas - The following assignments are DUE by 11:59pm, Monday, June 10th: *CH 4 Quiz *Complete Part 1 Discussion Board Assignment - Prepare for Exam #1
	June 11 Tuesday <i>**Exam 1**</i>	<ul style="list-style-type: none"> - Exam #1 (Material from Chapters 1-4) <i>**All material is testable. For exams, focus on the textbook (use outlines in Canvas to help break down the material) and review supporting articles/videos in Canvas.**</i>	<ul style="list-style-type: none"> - Exam #1: Available via Canvas from 12:01am until 11:59pm, Tuesday, June 11th. Once you access Exam #1, you will have 60 mins to complete 50 multiple choice and true/false questions. Scores will be released along with Exam 1 feedback within 24-48 hours after the exam closes.
	June 12 Wednesday	<ul style="list-style-type: none"> - CH 5: Personality and Values <i>**All Exam 2 assignments are available and must be completed by 11:59pm, Monday, June 17th**</i>	<ul style="list-style-type: none"> - Read Text: CH 5 - Review Module 5 in Canvas - The following assignment is DUE by 11:59pm, Monday, June 17th: *CH 5 Quiz
	June 13 Thursday	<ul style="list-style-type: none"> - CH 6: Perception and Individual Decision Making - CH 7: Motivation Concepts 	<ul style="list-style-type: none"> - Read Text: CH 6 - Review Module 6 in Canvas - Read Text: CH 7 - Review Module 7 in Canvas - The following assignments are DUE by 11:59pm, Monday, June 17th: *CH 6 Quiz, CH 7 QUIZ, AND *Part 2 Discussion Board Assignment

WEEK 3			
	June 17 Monday **Part 2 Module HW Assignments Due**	- CH 8: Motivation: From Concepts to Applications	- Read Text: CH 8 - Review Module 8 in Canvas - The following assignments are DUE by 11:59pm, Monday, June 17 th . *CH 8 Quiz *Complete Part 2 Discussion Board Assignment -Prepare for Exam #2
	June 18 Tuesday **Exam 2**	- Exam #2 (Material from Chapters 5-8) **All material is testable. For exams, focus on the textbook and material in the Canvas Modules (chapter outlines, supporting articles, etc.)	- Exam #2: Available via Canvas from 12:01am until 11:59pm, Tuesday, June 18 th . Once you access Exam #2, you will have 60 mins to complete 50 multiple choice and true/false questions. Scores will be released along with Exam 2 feedback within 24-48 hours after the exam closes.
	June 19 Wednesday	- CH 9: Foundations of Group Behavior **All Exam 3 assignments are available and must be completed by 11:59pm, Monday, June 24 th **	- Read Text: CH 9 - Review Module 9 in Canvas - The following assignment is DUE by 11:59pm, Monday, June 24 th . *CH 9 Quiz
	June 20 Thursday	- CH 10: Understanding Work Teams - CH 12: Leadership **Skip Chapter 11**	- Read Text: CH 10 - Review Module 10 in Canvas - Read Text: CH 12 - Review Module 12 in Canvas - The following assignments are DUE by 11:59pm, Monday, June 24 th . *CH 10 Quiz *CH 12 Quiz *Part 3 Discussion Board Assignment
WEEK 4			
	June 24 Monday **Part 3 Module HW Assignments Due**	- CH 13: Power and Politics	- Read Text: CH 13 - Review Module 13 in Canvas - The following assignments are DUE by 11:59pm, Monday, June 24 th . *CH 13 Quiz *Complete Part 3 Discussion Board Assignment -Prepare for Exam #3
	June 25 Tuesday **Exam 3**	- Exam #3 (Material from Chapters 9, 10, 12, and 13) **All material is testable. For exams, focus on the textbook and material in the Canvas Modules (chapter outlines, supporting articles, etc.)**	- Exam #3: Available via Canvas from 12:01am until 11:59pm, Tuesday, June 25 th . Once you access Exam #3, you will have 60 mins to complete 50 multiple choice and true/false questions. Scores will be released along with Exam 3 feedback within 24-48 hours after the exam closes.
	June 26 Wednesday	- CH 14: Conflict and Negotiation **All Exam 4 assignments are available and must be completed by 11:59pm, Monday, July 1 st .** **If you need to DROP this course, you MUST do so by end of business on Wednesday, June 26 th . Please see the syllabus for instructions on how to drop the course.**	- Read Text: CH 14 - Review Module 14 in Canvas - The following assignment is DUE by 11:59pm, Monday, July 1 st . *CH 14 Quiz
	June 27 Thursday	- CH 15: Foundations of Organization Structure - CH 16: Organizational Culture	- Read Text: CH 15 - Review Module 15 in Canvas - Read Text: CH 16 - Review Module 16 in Canvas - The following assignment is DUE by 11:59pm, Monday, July 1 st . *CH 15 Quiz *CH 16 Quiz *Part 4 Discussion Board Assignment

Week 5			
	July 1 Monday **Part 4 Module HW Assignments Due**	- CH 18: Organizational Change and Stress Management **Skip Chapter 17**	- Read Text: CH 18 - Review Module 18 in Canvas - The following assignments are DUE by 11:59pm, Monday, July 1st: *CH 18 Quiz *Complete Part 4 Discussion Board Assignment - Prepare for Exam #4
	July 2 Tuesday **Exam 4**	- Exam #4 (Material from CH 14, 15, 16, and 18) **All material is testable. For exams, focus on the textbook and material in the Canvas Modules (chapter outlines, supporting articles, etc.).**	- Exam #4: Available via Canvas from 12:01am until 11:59pm, Tuesday, July 2 nd . Once you access Exam #4, you will have 60 mins to complete 50 multiple choice and true/false questions. Exam #4 will serve as our final exam, but it is the same format as prior exams.
	July 3 Wednesday	Grading Day for Professor Welch	- No assignments
	July 4 Thursday	**University Closed on Thursday, July 4 th for Independence Day. No Classes will be held. Happy 4 th of July!**	- Have a safe, fun, and relaxing 4th of July! ☺
	July 5 Friday	Exam 4 Scores Released along with Final Letter Grades no later than 12pm, Friday, July 5 th . Final Letter Grades submitted to Registrar by end of business.	<i>I wish each of you the very best in your future endeavors both Academic and Professional! Enjoy the rest of the summer!— Professor Welch</i>

5W1 SUMMER 2019 IMPORTANT DATES PER THE UNT REGISTRAR -

<http://registrar.unt.edu/>

- **June 3, Monday:** 5W1 Classes Begin
- **June 7, Friday:** Beginning this date a student who wishes to drop a course MUST complete the Request to Drop Class form and submit it to the Registrar
- **June 26, Wednesday:** LAST day to drop a class with a W
- **July 4, Thursday:** UNT closed in observance of Independence Day
- **July 5, Friday:** 5W1 Term Ends