Credit Based Semester and Grading System Programme – B.Com.

T.Y.B.Com. Psychology of Human Behaviour at Work (Applied Component)

Syllabi to be implemented from 2014-15

Objectives:-

1. To impart knowledge and understanding of the basic concepts and modern trends in the field of Psychology of Human Work Behavior and to foster interest in the field.

2. To create awareness about the role and importance of Psychological factors and processes in the world of work.

Semester 5. Psychology of Human Behaviour at Work - Part I (Credits = 3)

3 Lectures per week

Unit 1. What is Organizational Behaviour?

a) The importance of interpersonal skills

b) What managers do - management functions, roles, and skills

c) Enter organizational behavior; Disciplines that contribute to the OB field

d) Challenges and Opportunities for OB - Responding to globalization; managing work force diversity; coping with “temporariness”; helping employees balance work–life conflicts; creating a positive work environment; improving ethical behaviour

Unit 2. Attitudes and Job Satisfaction

a) Attitudes - Main components of attitudes; Major Job Attitudes

b) Job Satisfaction - Measuring job satisfaction. What causes job satisfaction? The impact of satisfied and dissatisfied employees on the workplace

Unit 3. Motivation Concepts

a) Defining Motivation; 4 early theories of motivation

b) Contemporary theories of motivation - Goal Setting Theory, Equity Theory/ Organizational justice, Expectancy Theory

Unit 4. Leadership

a) What is Leadership? Trait theories, Behavioral theories

b) Contingency Theory – The Fiedler Model

c) Charismatic Leadership and Transformational Leadership - Key characteristics of a charismatic leader; characteristics of transactional leaders; characteristics of transformational leaders

d) Leading for the future: Mentoring

Semester 6. Psychology of Human Behaviour at Work - Part II (Credits = 3)

3 Lectures per week

Unit 1. Understanding Work Teams

a) Differences between groups and teams; Types of teams

b) Creating effective teams

Unit 2. Conflict and Negotiation

a) Defining Conflict; transitions in conflict thought

b) The Conflict Process

c) Negotiation: Bargaining strategies; the negotiation process

Unit 3. Emotions and Moods

a) What are Emotions and Moods? The basic emotions; sources of emotions and moods `

b) Emotional Intelligence

c) Organizational Behaviour applications of emotions and moods

Unit 4. Organizational Change and Stress Management

a) Forces for Change

b) Work Stress and its Management

Book for study

Robbins, S. P. Judge, T. A. & Vohra, N. (2013). Organizational Behavior. (15th ed.), Indian subcontinent adaptation, New Delhi: Pearson Education, Dorling Kindersley India pvt ltd.

Books for Reference

1) Aquinas, P. G. (2013). *Organisational Behavior Concepts Realities Application and Challenges.* (2nd ed.) New Delhi: Excel Books

2) Ashliegh, A. M. (2012). *The psychology of people in organizations*. Pearson Education

3) Baltus, R. (2012). *Personal psychology for work and life.* Tata McGraw Hill

4) Dash, C. (2013). *Organisational* *behavior*. New Delhi: International Book House

5) Gibson, J. L., Ivancevich, J. M., & Konopaske, R.(2013). Organisations: Behaviour, Structure, Processes. Tata McGraw Hill

6) Greenberg, J. (2013). *Behaviour in organizations* (10th ed.). PHI Learning Private Limited.

7) Luthans, F. (2013). *Organisational behaviour: An evidence –based approach*. Tata McGraw Hill

8) McShane, S. L., Glinow, M. A., Sharma, R. R. (2012) *Organisational behavior*. (5th ed.): Tata McGraw Hill, New Delhi.

9) Pareek, U. & Khanna, S. (2011). *Understanding organizational behavior*. Oxford University Press

10) Rajendra, P. Maheshwari, J. & Mahajan, P. (2012). *Business organization management*. (2nd Revised ed.) New Delhi: International Book House.

11) Riggio, R. (2012). *Introduction to industrial and organizational psychology*. Pearson Education

12) Schultz, D. & Schultz,S.(2013). *Psychology and work today*. Pearson

13) Shankar, M. (2013). *Organizational behavior*. International Book House

14) Sharma, S. (2013). *Organisational behavior*. New Delhi: Tata McGraw Hill.

15) Singh, K. (2012). *Organizational behavior text and cases*. New Delhi: Pearson Education.