



UNIVERSITY "ISA BOLETINI" IN MITROVICA

FACULTY OF ECONOMICS

Course Outline Model (Syllabus)		
Faculty:	Economics	
Name of study program:	Business and Management	
Specialization:	Management and Entrepreneurship	
Level:	Bachelor	
The code of subject:		
Subject:	Organizational behavior	
Subject Status:		Obligatory
Semester:		Winter
Total hours:	2+1	
ECTS:	6	
Schedule / Hall		
Academic year:	III year, V semester	
Professor:	Prof. Asoc. Dr. Bashkim BELLAQA	
Assistants:		
Contacts:	Professor	Assistant
E-mail:	Bashkim.bellaqa@umib.net	
Telefon:	+383 44 408 526	

CONTENT OF SUBJECT	Organizational Behavior is one of the basic subjects for the formation of the person that will work in different managerial positions, in the production/service/finance field etc., in both the private and public sector. This is accomplished through the explanation of behavioral factors such as values, attitudes, personality, perception, , organization, use of power, communication, the organizing of work to motivate employees for higher productivity and maximum satisfaction
AIMS OF SUBJECT	To provide students with basic knowledge necessary to understand the behavior of subordinate employees or collaborators, to predict, explain and control in order to achieve the maximum effectiveness of the use of human resources available to the organization. To analyze in detail, the factors that affect human behavior in order to be managerial decisions with a high level of effectiveness. To enable the student to use the knowledge gained in this course for their successful formation and orientation in business. The development of this module is meant to acquire the necessary advanced knowledge in the field of organizational behavior. Organizational Behavior, examines both theoretical as well as practical, general knowledge of the system organizational behavior and organizational theories.

EXPECTED LEARNING GOALS OUTCOMES	☐ Upon completion of this course the student will be able to: ☐ Explain the significance of organizational behavior in a fast-paced business environment. ☐ Determine the mode of behavior and understand the process of organizational behavior in production, service, or finance activities. ☐ To apply in-depth knowledge in order to form while also being successful in business based on appropriate behavior with employees and relevant actors, ☐ Argue about behaviors such as values, attitudes, personality, perception, power use, communication, work organization, and so on in order to motivate employees to achieve maximum productivity and job satisfaction. ☐ To recommend organizational behavior based on its formation while also being oriented toward business success, and ☐ To create analyses of various specific organizational behaviors using appropriate models and techniques.
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PROGR AM	Weeks	Topic and Readings
	Week - I	Behavior in the organization and understanding of organizational behavior
	Week - II	Historical Development of organizational behavior
	Week - III	Ethics, social responsibility and human behavior in organizations
	Week - IV	Diversity and individual differences
	Week - V	Perception
	Week - VI	Personality differences between individuals
	Week - VII	Attitudes
	Week - VIII	First Test
	Week - IX	Personal values, culture, organizational climate
	Week - X	Motivation
	Week - XI	Forms and development groups
	Week - XII	Communication
	Week - XIII	Negotiation
	Week - XIV	Leadership
	Week - XV	Second test
LITER ATURE	Basic literature: 1. Prof. Assoc. Dr. Mimoza Manxhari, Sjellja në Organizatë, Tiranë, 2013 Supplementary literature: - Organisaconal Behavior; Menaxhmenti kreativ& Lidership; Management Fundamentals (Concepts, Applications, Skill Development) autor: Robert N. Lussier publikoj: Thomson South Western 2006 USA - M.Kasimati, M.Manxhari; Sjellje Organizative, Tirane, 2005	

TEACHING METHODOLOGY	Teaching will take place through lectures, practical tasks, individual and group performances, seminars, periodical evaluations, etc. All these will be done in theoretical and practical terms by presenting the material in an audiovisual form through electronic technology with Windows Office applications. While in theoretical terms they will be offered general scientific knowledge, based on contemporary literature. The practical part will mainly be achieved through concrete examples from literature and practical knowledge of public and private manufacturing enterprises and non-profit organizations. This will be aimed at the creation of interactive relations professor-student and student-student one. The module will be based on interactive lectures and student group work. In each lecture key concepts and techniques will be presented in environmental business management terms. As for the exercise sessions through case studies from business life students will be encouraged in applying these concepts and techniques to solve environmental business problems. In addition, students will be given assignments for each chapter to encourage them to learn and develop effectively seminar exercises in the classroom. Tasks will be presented and discussed in class by all students in the spirit of productive interaction, where students will learn from each other and with the input of teachers if necessary.																																																			
STUDENT LOAD ON THE SUBJECT	<table><tr><th colspan="4">Contribution to student workload (which should correspond to student learning outcomes 1 ECTS credit = 25 hours)</th></tr><tr><th>Activity</th><th>Hours</th><th>Day/Week</th><th>Total</th></tr><tr><td>Lectures</td><td>2</td><td>15</td><td>30</td></tr><tr><td>Exercise sessions - theoretical</td><td>1</td><td>15</td><td>15</td></tr><tr><td>Field exercises</td><td>1</td><td>13</td><td>13</td></tr><tr><td>Practical work</td><td>3</td><td>3</td><td>9</td></tr><tr><td>Consultation with the professor / assistant</td><td>1</td><td>15</td><td>15</td></tr><tr><td>Colloquiums / seminars</td><td>2</td><td>15</td><td>30</td></tr><tr><td>Independent tasks (work)</td><td>2</td><td>8</td><td>16</td></tr><tr><td>Student self-study time (in library or at home)</td><td>2</td><td>5</td><td>10</td></tr><tr><td>Final exam preparation</td><td>2</td><td>6</td><td>12</td></tr><tr><td>Total</td><td></td><td></td><td>150 hours</td></tr></table>				Contribution to student workload (which should correspond to student learning outcomes 1 ECTS credit = 25 hours)				Activity	Hours	Day/Week	Total	Lectures	2	15	30	Exercise sessions - theoretical	1	15	15	Field exercises	1	13	13	Practical work	3	3	9	Consultation with the professor / assistant	1	15	15	Colloquiums / seminars	2	15	30	Independent tasks (work)	2	8	16	Student self-study time (in library or at home)	2	5	10	Final exam preparation	2	6	12	Total			150 hours
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EVALUATION	The assessment & evaluation of knowledge and skills will be done according to this chronology: ▪ Participation and interactivity during the lectures 10%, ▪ Works and group research projects 10%, ▪ First evaluation test 40% and ▪ Second evaluation test 40%, and ▪ Total 100% of points. Grade scales: ▪ 50-low-grade 5 (five) ▪ 51-60% - grade 6 (six) ▪ 61-70% - grade 7 (seven) ▪ 71-80% - grade 8 (eight) ▪ 81-90% - grade (nine) ▪ 91-100% - grade (ten)
ACADEMIC POLICIES	The student is obligated to attend lectures and exercise sessions. Plagiatore and collusion are condemned according to the status and other regulations of the university. The code of conduct applies for students as well as for the educators.

Mitrovica

18/12/2021

Subject teaching professor:

Prof. Asoc. Dr. Bashkim BELLAQA

(Name Surname)

(Signature)