
LECTURE NOTES – Computer Lab – Business Complex (optional)

OBJECTIVES: The objectives of this course are two-fold:

- To study, in depth, a wide variety of leadership & motivation concepts, practices & theories, and
- To introduce students to research which provides an in-depth analysis of selected topics in leadership or motivation.

The specific learning objectives are to increase ability to:

- Understand motivation & leadership processes as they occur in organizations.
- Analyze employee motivation & identify motivational problems.
- Analyze relationships between organizational power, authority & management styles.
- Identify & solve problems related to leadership & motivation in organizations.
- Design & implement effective leadership & motivation systems to improve productivity.

GRADING

<table>
<thead>
<tr>
<th>Points</th>
<th>1st exam</th>
<th>200</th>
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<tbody>
<tr>
<td></td>
<td>2nd exam</td>
<td>200</td>
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<td></td>
<td>3rd exam</td>
<td>200</td>
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<tr>
<td></td>
<td>Term Projects (2)</td>
<td>300</td>
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<tr>
<td></td>
<td>150 pts. each</td>
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<tr>
<td></td>
<td>Participation</td>
<td>50</td>
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<td>Total</td>
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To receive an "S" grade, the student must earn a "C" or better.

TOPIC OUTLINE (Times are approximate & may vary depending on class interest & subject matter.)

I. Introduction to Organizational Behavior Theory (1 week)

II. Motivation (4 weeks)

A. Theories
   B. Concepts
   C. Practices

III. Motivation Exercises (2 weeks)
   A. Cases & Incidents
   B. Class Project
IV. Leadership (6 weeks)
   A. Theories
   B. Concepts
   C. Practices

V. Leadership Exercises (2 weeks)
   A. Cases & Incidents
   B. Class Exercises/Project

<table>
<thead>
<tr>
<th>Week</th>
<th>Chapter</th>
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<tbody>
<tr>
<td>6</td>
<td>1-3</td>
<td>7</td>
<td>4-6</td>
<td>8</td>
<td>7-9</td>
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<td>9</td>
<td>10-12</td>
<td>10</td>
<td>Part Five</td>
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NOTE: Specific assignments & dates will be given in class.

- **Incomplete ("I" grades):** Given for passable work that could not be completed due to circumstances beyond the student's control (e.g., severe illness, death in the immediate family). These circumstances must have developed after the last day to withdraw from the course. Requests for "I" grades should be made to the instructor, but must be approved by the Management Department Head.

- **Withdrawals:** It is the responsibility of the student to know important dates such as University drop dates; last day to withdraw with a W is **March 16, 2015**. Moreover, it is the responsibility of the student to officially withdraw from any class that he or she intends to drop.

- **Cheating:** Cheating will not be tolerated. Punishment for those caught cheating will be an "F" in the course. The person will also be subject to further sanctions as indicated in the student code of conduct. Please see this link: [http://lib.nmsu.edu/plagiarism/](http://lib.nmsu.edu/plagiarism/)

- **Disabilities/Employee Relations:** Feel free to call the Student Accessibility Services (SAS) Office at 575-646-6840 or email at sas@nmsu.edu with any questions you may have on student issues related to the Americans with Disabilities Act (ADA and/or Section 504 of the Rehabilitation Act). Students requesting accommodations and/or services relating to a disability may seek assistance from the SAS Office located in Corbett Center, Room 244. All medical information will be treated confidentially. If you have already registered, please make sure that your instructor receives a copy of the accommodation memorandum from SAS within the first two weeks of classes. It is your responsibility to inform either your instructor or a SAS representative in a timely manner if services/accommodations provided are not meeting your needs.

- Questions regarding NMSU's Non-discrimination Policy and discrimination complaints should be referred to Gerard Nevarez, Office of Institutional Equity, 575-646-3635.

**Academic Survival Kit**
The Undergraduate Committee has identified writing, presentation and critical thinking skills as areas where student learning outcomes need improvement. To assist students, an Academic Survival Kit with resources on writing and presentation skills is available on the College web page at [http://business.nmsu.edu/students/academic/survival-kit](http://business.nmsu.edu/students/academic/survival-kit)