



# Course Specification

## (Bachelor)

Course Title: **Managing People and Organizations**

Course Code: **574CIS-2**

Program: **Bachelor of Information Systems**

Department: **Information Systems**

College: **College of Computer Science and Information Systems**

Institution: **Najran University**

Version:

Last Revision Date: **28 December 2024**



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## A. General information about the course:

### 1. Course Identification

1. Credit hours: 2( 2,0,0)

#### 2. Course type

A. ☐ University ☐ College ☒ Department ☐ Track Others

B. ☒ Required ☐ Elective

3. Level/year at which this course is offered: ( 9<sup>th</sup> level / Year 5)

#### 4. Course General Description:

As a result of taking this course, the student should be able to:

1. Examine organizational behavior and human resource management as distinct but related fields of study, and explain the importance of each in the effective management of people and organizations. (Application and analysis)
2. Analyze individual, interpersonal, and team level factors that affect human behavior at work. (analysis)
3. Analyze factors at the organizational level of analysis that affect individual and organizational performance. (analysis)
4. Explain how managers may enhance organizational effectiveness by applying organizational behavior and human resource management principles, theories and concepts (analysis and application).

#### 5. Pre-requirements for this course (if any):

None

#### 6. Co-requisites for this course (if any):

None

#### 7. Course Main Objective(s):

To introduce the concepts of Managing People and Organizations, and to understand how human resource management a significant part of any organization is as well as team level factors and how they affect the organization's performance positively.

### 2. Teaching mode (mark all that apply)





No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom	30	100%
2	E-learning		
3	Hybrid <ul style="list-style-type: none"> <li>• Traditional classroom</li> <li>• E-learning</li> </ul>		
4	Distance learning		

### 3. Contact Hours (based on the academic semester)

No	Activity	Contact Hours
1.	Lectures	30
2.	Laboratory/Studio	
3.	Field	
4.	Tutorial	
5.	Others (specify)	
Total		30

## B. Course Learning Outcomes (CLOs), Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Code of PLOs aligned with the program	Teaching Strategies	Assessment Methods
1.0	Knowledge and understanding			
1.1	Examine organizational behavior and human resource management as distinct but related fields of study and explain the importance of each in the effective management of	K2	Class lectures (Showing and delivering PPT presentation in the class), and lecture notes, are designed to achieve the course objectives.	Quiz, midterm exams, assignments, Final exam



Code	Course Learning Outcomes	Code of PLOs aligned with the program	Teaching Strategies	Assessment Methods
	people and organizations			
1.2				
...				
2.0	Skills			
2.1	Analyze individual, interpersonal, and team level factors that affect human behavior at work	S1, S2	Class lectures (Showing and delivering PPT presentation in the class), and lecture notes, are designed to achieve the course objectives.	Quiz, midterm exams, assignments, Final exam
2.2	Analyze factors at the organizational level of analysis that affect individual and organizational performance.	S3	Class lectures (Showing and delivering PPT presentation in the class), and lecture notes, are designed to achieve the course objectives.	Quiz, midterm exams, assignments, Final exam
2.3	Explain how managers may enhance organizational effectiveness by applying organizational behavior and human resource management principles, theories and concepts	K1, S2, S4	Class lectures (Showing and delivering PPT presentation in the class), and lecture notes, are designed to achieve the course objectives.	Quiz, midterm exams, assignments, Final exam
3.0	Values, autonomy, and responsibility			
3.1				
3.2				



Code	Course Learning Outcomes	Code of PLOs aligned with the program	Teaching Strategies	Assessment Methods
...				

### C. Course Content

No	List of Topics	Contact Hours
1.	Introduction to organizational behavior and the emergence of strategic human resource management	3
2.	Basic concepts of personality, motivation, communication, interpersonal relations	3
3.	Basic concepts in leadership, problem solving, organizational culture and structure	3
4.	Processes and practices involved in implementing human resource strategy	3
5.	Processes and practices such as recruitment, selection, training, and performance management	3
6.	Strategic Management: How Exceptional Managers Realize a Grand Design	3
7.	Individual & Group Decision Making How Managers Make Things Happen	3
8.	Human Resource Management: Getting the Right People for Managerial Success	3
9.	Organizational Change & Innovation: Lifelong Challenges for the Exceptional Manager	3
10.	Power, Influence, & Leadership: From Becoming a manager to Becoming a Leader	3
Total		30

### D. Students Assessment Activities

No	Assessment Activities *	Assessment timing (in week no)	Percentage of Total Assessment Score
1.	Quizzes	4, 6, 8 and 10	15%
2.	Assignment	3,7 and 9	15%
3.	Midterm Exam	10 <sup>th</sup> week	20%
4.	Final Exam	15 <sup>th</sup> or 16 <sup>th</sup> week	50%

\*Assessment Activities (i.e., Written test, oral test, oral presentation, group project, essay, etc.).





## E. Learning Resources and Facilities

### 1. References and Learning Resources

Essential References	<p>McShane, Steven L. and Mary Ann Von Glinow, Organizational Behavior: Emerging Knowledge and Practice for the Real World. McGraw-Hill, latest edition, ISBN:0-07-115113-</p> <p>• Bernardin, H. John and Joyce E. A. Russell. Human Resource Management: An Experiential Approach. McGraw-Hill, 6/e. ISBN:0078029163</p>
Supportive References	<p>Blume, B. Baldwin, T. and Ryan, K. (2013). Communication Apprehension. A barrier to students leadership, adaptability and multicultural appreciation. Academy of Management Learning &amp; Education, Jun, Vol. 12 Issue 2, p158-172</p> <p>• Colquitt, J. A., LePine, J. A., &amp; Wesson, M. J. (2009) Organizational Behavior: Improving Performance and Commitment in the Workplace (International edition). New York: McGraw-Hill.</p>
Electronic Materials	<p>Human Resource Management human Resource Management Journal</p> <p>Journal of Organizational Behavior</p> <p>Journal of Applied Psychology</p> <p>Journal of Management Studies</p>
Other Learning Materials	

### 2. Required Facilities and equipment

Items	Resources
<p><b>facilities</b></p> <p>(Classrooms, laboratories, exhibition rooms, simulation rooms, etc.)</p>	Lecture Rooms with appropriate number of seats, Projector with Screen and a white board or a smart board.
<p><b>Technology equipment</b></p> <p>(projector, smart board, software)</p>	One PC and one projector and data show in the lecture room
<p><b>Other equipment</b></p> <p>(depending on the nature of the specialty)</p>	



## F. Assessment of Course Quality

Assessment Areas/Issues	Assessor	Assessment Methods
Effectiveness of teaching	<ul style="list-style-type: none"> <li>• Online Course Survey: By the end of each semester, students give their opinions about many factors in the course. They give feedback about the teaching strategies, assessment methods, textbooks, instructor.</li> <li>• Feedback about Course Learning Outcomes (CLOs): A course survey is distributed to students to take their opinions about the CLOs</li> </ul>	Direct
Effectiveness of Students assessment	<ul style="list-style-type: none"> <li>• Consulting peers on teaching.</li> <li>• Discussion about the course in the department.</li> <li>• Discussion with experienced teaching staff in the subject.</li> </ul>	Direct
Quality of learning resources	<ul style="list-style-type: none"> <li>• Mid and Final exams are reviewed by Course Coordinators to check the compatibility between questions and CLOs.</li> <li>• All the exams (mid and final) and final grade sheet will be rechecked by a faculty member assigned by GEC before the final result.</li> <li>• Vice Dean and Dean will review and approve the final grades before publishing on the internet</li> </ul>	Direct
The extent to which CLOs have been achieved	<ul style="list-style-type: none"> <li>• Each instructor has to teach the course according to the previous course materials and improvement plans.</li> </ul>	Indirect





Assessment Areas/Issues	Assessor	Assessment Methods
	<ul style="list-style-type: none"> <li>• By the end of each semester, a course file containing all activities and samples must be prepared and submitted to the college.</li> <li>• Evaluation of CLOs can be used to compare the improvement from previous evaluation.</li> <li>• Action plan based on the CLOs achievements must be prepared.</li> </ul>	
Other		

**Assessors** (Students, Faculty, Program Leaders, Peer Reviewers, Others (specify))

**Assessment Methods** (Direct, Indirect)

### G. Specification Approval

<b>COUNCIL /COMMITTEE</b>	<b>17th Department Council</b>
<b>REFERENCE NO.</b>	<b>14460810-0976-00017</b>
<b>DATE</b>	<b>10/02/2025</b>

