

4618 - HUMAN BEHAVIOUR IN OFFICE										
Teaching Schedule Per Week			Progressive Assessment		Examination Schedule (Marks)					
Lectures	Practical	Credits			Theory		Practical Ex.	Total		
5	-	5	25		3Hrs.	100	-	125		
Pre-requisite		Source	Semester	Theory	Test	Total	TW	PR	Gr Total	3 + 4
NIL		MOP		75	25	100	25	-	125	

COURSE CONTENT		Hrs.	Mks.
1. WORK ORGANISATION		10	12
-Characteristics, Formal structure, Structure, Technology and Environment, Organisation as complex open systems.			
2. WORK PSYCHOLOGY & WORKER		12	16
Introduction and approaches, Work psychology and common sense, Women at work, Disabled workers.			
3. ATTITUDE AT WORK		12	16
Meaning and introduction, Measuring attitudes, Change in attitude, Attitude and behaviour, Job satisfaction, Organisational commitment.			
4. APPROACHES AT WORK MOTIVATION		12	16
"Common sense" Approach, Need theories, Expectancy theories, Equity theory, Goal setting theory, Integration of theories.			
5. PERCEIVING PEOPLE		12	12
Overview of person perception, Stereotypes, Implicit personality theory and prototypes, Some other phenomena in perception, "Why did they do that?"			
6. LEADERSHIP		10	12
Leaders and Leadership, Leader focussed approaches, From leader focused to contingency approach, Perceiving leadership			
7. WORK STRESS		12	16
Stress, Costs of Stress, Factors Intrinsic to the job, Role in organisation, Relationship at work, Career Development, Organisational structure and climate, The stress of being unemployed.			
Total		80	100

NOTE: Brief answer type question only. Adequate internal choices are to be provided.
Case studies may be taken up during the tutorials.

REFERENCE BOOKS

1. Arnold Robertson: "Work Psychology" (Mac-Millan)
2. Fayol H: "Industrial & General Administration" (IMI)
3. Duncan W. J. "Organisational Behaviour" (Houghton)
4. Filley et al: "Managerial Process & Organisational Behaviour".
5. Perrow: "Organisational Analysis" (Wadsworth)
6. Schein: "Organisational Psychology" (PHI)
7. Woodward: "Industrial Organisation: Theory and Practice" (OUP)

