

CORPORATE EDUCATION CENTRE (CEC)

COURSE OUTLINE



A Great Place to Learn.

PROGRAMME: Heriot-Watt University MSc./MBA
DURATION: January - May 2025
DAY(S): Sundays
MODE: Part-Time
COMPONENT: People, Work and Organisations
LECTURER: Jerome Singh
CAMPUS: Champs Fleurs

Contract Hours: 30
Actual Hours: 30

Lecture Number	Lecture Day & Date		Time	Hrs	Cum Hrs	Lecture Topic (s)	No./Type of Session	Important Concepts/ Ideas to know	Expected Reading	Other Matters	Questions	Items Due For Next Class
1	Sun	Jan 12th	8:00 am - 11:00 am	3.0	3.0	(i) Course/Exam Overview /Expectations (ii) Understanding behaviour in organisations	Lt - in person/ blended	~ What is OB? ~ Key schools of thought (<i>Classical, Human Relations, Contemporary</i>) ~ Contemporary influences on the world of work & Managing a global workforce in the 21st Century	Module 1		Mar 2020, Q1/ Dec 2020 - CS para 1-6	Watch 2.6.6 Big Five Video CS Dec 2019 para 1-8
2	Sun	Jan 19th	8:00 am - 11:00 am	3.0	6.0	Individual Differences & Work Related Attitudes	Lt - Online	~ The Building Blocks of Individual Differences (<i>personality: trait & type, intelligence: multiple & EQ, attitudes, values and perception</i>) ~ Valuing and Managing Diversity	Module 2		CS Mar 2020/ CS Dec 2019 para 1-8	Complete section 3.1 on theories of motivation
3	Sun	Jan 26th	8:00 am - 11:00 am	3.0	9.0	Motivation and Engagement	Lt - Online	~ Why are there so many theories (<i>Content/Process</i>)? ~ How do you improve motivation and organisational performance? ~ How do you improve engagement? <i>JDR Model</i>	Module 3		Mar 2021, Q2/Aug 2020, Q1	Watch videos in 4.2.4 and 4.2.5
4	Sun	Feb 2nd	8:00 am - 11:00 am	3.0	12.0	Work group dynamics	Lt - Online	~ How people function in Groups and Teams ~ Stages of Team development ~ Building effective, cohesive Teams ~ Contemporary approaches to Team Working	Module 4	Case study: 4.2.11 Google	Review Question/Dec 2020, Q2/CS Mar 2020	
5	Sun	Feb 9th	8:00 am - 11:00 am	3.0	15.0	Power, politics and conflict	Lt - Online	~ Sources and manifestations of <i>power, politics and conflict</i> ~ Analytical tools to help understand <i>power, politics and conflict</i> and how to better manage them at work	Module 5		Review Question (Power)/ CS Dec 2019/Aug 2020, Q2	
6	Sun	Feb 16th	8:00 am - 11:00 am	3.0	18.0	Designing effective organisations	Lt - Online	~ Features of structural design ~ Types of structural design ~ What affects choice of structure?	Module 6	Case Study: 6.3.4 Morning Star	Dec 2019, Q2	Complete section 7.1 and watch video 7.2.4 on cultural web
7	Sun	Feb 23rd	8:00 am - 11:00 am	3.0	21.0	Organisational culture	Lt - Online	~ What is culture? Definitions ~ Typologies ~ How do you change culture? ~ Can culture be managed? ~ The dark side of culture	Module 7		Review Question (Culture)/ Aug 2020, Q3	Complete sections 8.2 and 8.4
8	Sun	March 9th	8:00 am - 11:00 am	3.0	24.0	Organisational change	Lt - Online	~ Understanding organisational change ~ Frameworks ~ Change management models ~ Human response to change ~ Leading change	Module 8		Review Question (Change)/CS Aug 2020	Case Study: Dec 2019/ Aug 2021
9	Sun	March 16th	8:00 am - 11:00 am	3.0	27.0	Revision of course content and exam preparation	EP - in person/ blended	~ Review of core topics ~ Exam hints and tips ~ Practice essay (preparation	All Modules		Case Study: Dec 2019/ Aug 2021	Case Study: Dec 2019/ Aug 2021

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10	Sun	Mar 23rd	8:00 am - 11:00 am	3.0	30.0	Revision of course content and exam preparation	EP - in person/ blended	~ Review of core topics ~ Exam hints and tips ~ Practice case study analysis	All Modules		Case Study: Dec 2019/ Aug 2021/Dec 2020	

NO CLASS: SUN MAR 2, 2024

Key / Legend

Lt = Lecture T=Tutorial Lb = Lab EP = Exam Prep CS = Case Study

Lecturer Signature

Course Administrator Signature

Date Submitted

Date received

Last Notes: SBCS reserves the right to make changes to the information contained herein. Any changes effected to the information contained herein will be made known to all students concerned via class announcement. It is thus the responsibility of the student to attend all classes and to keep abreast of matters should they be absent from any class session. Students are advised and encouraged to contact their fellow classmates for updates where class sessions have been missed.
Date syllabus last modified: Aug, 2023

Unit Manager Signature

Quality Assurance Manager Signature

Executive Director Signature

Date received

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