



Course Syllabus: Organizational Behavior

Dillard College of Business MGMT 3013, Section X10 Online Fall Semester 2026

Contact Information

Instructor: Niyati Kataria, Ph.D.

Office: 204

Office hours: In person: Tuesdays and Thursdays 12:30PM-3:30PM, Wednesdays 1-5 PM .

Can also meet over Zoom with an appointment. Email for availability.

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Course Description

Organizational behavior (OB) is an interdisciplinary field. It imports, integrates, and expands upon theory and research from areas such as psychology, sociology, economics, political science, anthropology, and communication. It places an emphasis on putting what we have learned from these fields into the context of the workplace. So, it is an “applied social science.” You could also say that OB focuses on the human element of organizations – as opposed to elements such as finance, marketing, operations, etc.

OB focuses on three main levels of analysis – the individual, the group, and the organization – and the course is designed around these accordingly. We will cover numerous topics that are of current interest in the OB field and in management.

Textbook & Instructional Materials

Neck, C. P., Houghton, J. D., & Murray, E. L. (2023). Organizational behavior: A skill-building approach. Sage Publications. ISBN 1071854429 (required)

Course site: Lecture slides are available to download off the web at our class web page on D2L. I suggest you print out the slides and watch the lecture. This will enable you to take good, quality notes and better understand the material.

Study Hours and Tutoring Assistance

We do not have an assigned tutor. Please make an appointment to see me via Zoom if you need occasional tutoring assistance from me.

Learning Goals

1. Students will be effective at problem solving and decision making. Students will demonstrate problem-solving and decision-making abilities through the critical analysis, evaluation, and interpretation of business information.
2. Students will demonstrate ethical reasoning skills within a business environment.
3. Students will possess broad-based knowledge of the core functional areas of business. Students will demonstrate knowledge of key concepts, theories, and practices in major business disciplines.
4. Students will understand issues related to globalization and international business.

Student Handbook

Refer to: [Student Handbook](#)

Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

[Office of Student Conduct](#)

Moffett Library

Moffett Library provides resources and services to support students' studies and assignments, including books, peer-reviewed journals, databases, and multimedia materials accessible both on campus and remotely. The library offers media equipment checkout, reservable study rooms, and research assistance from librarians to help students effectively find, evaluate, and use information. Get started on this [Moffett Library webpage](#) to explore these resources and learn how to best utilize the library.

Grading

Many different tools are used to test your degree of success in achieving the different learning goals. Here is the breakdown of points in this class.

Table 1: Points allocated to each assignment

Assignments	Points
Quizzes (15 at 10 pts each)	150
Exam 1 (based on 6 chapters)	120
Exam 2 (based on 5 chapters)	100
Exam 3 based on 4 chapters)	80
Total Points	450

Table 2: Total points for final grade.

Grade	Points
A	450-405
B	404-360
C	359-315
D	314-270
F	Less than 270

Quizzes

A quiz will be given for each chapter covered. Questions will be multiple choice, true and false, and some short answer questions or fill in the blanks. Quizzes will be available to take online based on dates in the syllabus. All quizzes are closed book and not notes/outside help/material are allowed. In each quiz, students are to answer 10 questions in 20 minutes. There is one point per correct answer. **Quizzes are available for several days, and students are strongly advised to not wait till the last available day to take the quizzes.** Quizzes altogether represent 33.33% of the grade. Dates quizzes open and close will appear on the Course Schedule. Retakes will only be allowed with University-approved paperwork (see late work section). **Please note: You are REQUIRED to watch all lecture videos posted on D2L. This is being monitored within D2L. If you attempt a quiz or exam without having previously watched the lecture video, you are violating class policy, and your corresponding quiz/exam grade could be reduced by up to two letter grades.**

Exams

There will be 3 non-cumulative online exams that will be based on multiple-choice questions (2 points each). Exam 1 (based on 6 chapters) will have 60 questions, Exam 2 (based on 5 chapters) will have 50 questions, and Exam 3 (based on 4 chapters) will have 40 questions. Some of these questions may be on examples, cases, or video clips that were discussed/shown in the video lectures posted. Students are given 120 minutes for Exam 1, 100 minutes for Exam 2, and 80 minutes for Exam 3. Exam time starts when they first start the exam on D2L. Exams close at 11:59 PM that day, so students need to start the exam at least 2 hours ahead of the closing time for the exam grade to be counted. Exam days will appear on the Course Schedule. Retakes will only be allowed with University-approved paperwork (see late work section). **Please note: You are REQUIRED to watch all lecture videos posted on D2L. This is being monitored within D2L. If you attempt a quiz or exam without having previously watched the lecture video, you are violating class policy, and your corresponding quiz/exam grade could be reduced by up to two letter grades.**

Final Exam

Final exam (exam 3) date is listed on the course schedule and will follow the format of the previous two exams. All exams are non-cumulative. Exam 1 is based on chapters 1,

3, 4, 5, 6, and 7. Exam 2 is based on chapters 8, 9, 10, 11, and 12, and Exam 3 is based on chapters 13, 14, 15, and 16.

Extra Credit

If any extra credit opportunities become available during the semester, these will be announced in class by a post in the News section and an email to students. Usually there are no extra credit opportunities in this class.

Late Work

Students, please note: unless you have a **university-approved reason**, I will not accept any late submissions. To have your reason for late work or missing class receive university approval, please submit all your evidence (e.g., doctor's notes, etc.) to the ***Student Rights and Responsibilities office*** using the Absence Letter Request Form (found at this link: [Absence Letter Request Form](#)). If the Student Rights and Responsibilities office accepts the evidence you have provided, they will email all your professors requesting that we work with you. Without this email, I am unable to assist you if you miss assignments or class due to being sick, someone passing, or an injury/accident.

Make Up Work/Tests

Unless you have a university-approved reason, I will not be able to reset any quizzes or exams for you. To have your reason for missing the quiz or exam receive university approval, please submit all your evidence (e.g., doctor's notes, etc.) to the ***Student Rights and Responsibilities office*** using the Absence Letter Request Form (found at this link: [Absence Letter Request Form](#)). If the Student Rights and Responsibilities office accepts the evidence you have provided, they will email all your professors requesting that we work with you.

Important Dates

- Last day for term schedule changes: August, 27, 2026
- Last Day to drop with a grade of "W": Nov 23, 2026
- Refer to: [Drops, Withdrawals & Void](#)
- Also Refer to: [Fall 2026 Academic Calendar](#)

Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

Attendance

Students are expected to "attend" class by watching all posted lecture videos. D2L viewing statistics show me who has accessed and watched the videos. PLEASE NOTE: If a student attempts to take quizzes or exams without having watched the videos prior to the attempt, their quiz or exam score could be reduced by two letter grades.

Online Computer Requirements

Taking this class requires the student to have access to a computer (with Internet access) to complete all deliverables in this class. It is the student's responsibility to have (or have access to) a working computer. ***Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered a reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings.*** Computers are available on campus in various areas of the buildings, as well as the Academic Success Center. Students, please note: **Your computer being down is not an excuse for missing a deadline!** Our classes' online quizzes and exams can be accessed from any computer in the world that is connected to the internet. Contact your instructor **immediately** upon having computer trouble. If you have technical difficulties in the course, there is also a student helpdesk available to you. The college cannot work directly on student computers due to both liability and resource limitations however they are able to help you get connected to our online services. For help, log into [D2L](#).

Instructor Class Policies

I prefer to treat my students as responsible adults who have made an active choice to be where they are. Since the choice is yours, I expect that you will watch any videos posted on D2L to prepare for quizzes and exams, in addition to reading the assigned textbook chapters for that test.

An environment of respect is important to me, and I expect that you will respect both the other students and me in the class. No comments will be tolerated that are rude, demeaning, slanderous, prejudicial, or offensive via email or in person. I reserve the right to significantly lower the grade of a person who violates this policy. In some cases, I might even drop this person from the class with an F grade.

If there are university-recognized reasons why you will not be able to attend class or complete any assignments on time, I expect that you will discuss the same with me in advance and not after the due date/missed class. Email is the best way to reach me. I check my email on my phone, so I am very accessible through email.

My personal philosophy revolves around fairness, so please know that I will put only as much effort into the development of a student and a class as I get from them.

Services for Students with Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make an application for such assistance through Disability Support Services, located in the Student Wellness Center, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

College Policies

Campus Carry Rules/Policies

Refer to: [Campus Carry Rules and Policies](#)

Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

Campus Carry

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch the video entitled “Run. Hide. Fight.” which may be electronically accessed via the University police department’s webpage: ["Run. Hide. Fight."](#)

Grade Appeal Process

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

Course Schedule:

*Notice: Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.

Days	Activities/Assignments/Exams	Due Date
Aug 24-Aug 28	Syllabus and Chapter 1	Quiz 1 becomes available and closes the day Exam 1 closes.
Aug 31- Sep 4	Chapter 3	Quiz 3 becomes available and closes the day Exam 1 closes.
Sep 7-Sep 11	Chapter 4	Quiz 4 becomes available and closes the day Exam 1 closes.
Sep 14-18	Chapter 5	Quiz 5 becomes available and closes the day Exam 1 closes.
Sep 21-25	Chapter 6	Quiz 6 becomes available and closes the day Exam 1 closes.
Sep 28- Oct 1	Chapter 7	Quiz 7 becomes available and closes the day Exam 1 closes.
Oct 2	Exam 1 (Online. No class). Also last day to complete Online Quizzes 1,3,4, 5, 6, and 7.	Exam 1 opens at 12 AM on this day and closes at 11:59 PM. All associated quizzes also close on this day at 11:59 PM.
Oct 5-Oct 9	Chapter 8	Quiz 8 becomes available and closes the day Exam 2 closes.
Oct 12- Oct 16	Chapter 9	Quiz 9 becomes available and closes the day Exam 2 closes.

Days	Activities/Assignments/Exams	Due Date
Oct 19-Oct 23	Chapter 10	Quiz 10 becomes available and closes the day Exam 2 closes.
Oct 26- Oct 30	Chapter 11	Quiz 11 becomes available and closes the day Exam 2 closes.
Nov 2- Nov 5	Chapter 12	Quiz 12 becomes available and closes the day Exam 2 closes.
Nov 6	Exam 2	Exam 2 opens at 12 AM on this day and closes at 11:59 PM. All associated quizzes also close on this day at 11:59PM.
Nov 9-Nov 13	Chapter 13	Quiz 13 becomes available and closes the day Exam 3 closes.
Nov 16-Nov 20	Chapter 14	Quiz 14 becomes available and closes the day Exam 3 closes.
Nov 23- Dec 4 (to accommodate Thanksgiving break)	Chapter 15	Quiz 15 becomes available and closes the day Exam 3 closes.
Nov 30- Dec 4	Chapter 16	Quiz 16 becomes available and closes the day Exam 3 closes.

Days	Activities/Assignments/Exams	Due Date
Dec 7	Exam 3	Exam 3 opens at 12 AM on this day and closes at 11:59 PM. All associated quizzes also close on this day at 11:59PM.