

York University
Faculty of Liberal Arts and Professional Studies
School of Administrative Studies

Introduction to Organizational Behaviour

AP/ADMS 2400 C

Fall 2026

Course Syllabus

Instructor: Len Karakowsky

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Course website: e-course.yorku.ca.

Time and Location: Tuesdays, 11:30-2:30, ACW 005

Course Description & Pre-Requisites

This course introduces concepts of individual and group behaviour as they affect performance in organizations. Topics covered include motivation, communication, decision-making, leadership and structural issues. Lectures and case discussions are employed to develop theoretical models and illustrate their use.

Prerequisites: AP/ADMS 1000 3.00 and AP/ADMS1010 3.00; For students in the BHRM program - AP/HRM1000. For BDEM and BPA students - AP/ADMS 1000 3.00. Course credit exclusion: HH/PSYC 3570 3.00. **WARNING:** The Registrar's Office will de-enroll students who have not taken the pre-requisites.

Course Objectives

The learning objectives of this course are to:

- Develop your understanding of major concepts and theories of individual and group behaviour in organizations that guide management thinking today.
- Develop your ability to apply these concepts and theories to recognize, analyze and suggest solutions to organizational problems.
- Develop skills that will help you become a successful and contributing member of an organization (manager or otherwise).

Recommended Course Textbook

Johns, G. & Saks, A. M. (2023). *Organizational Behaviour: Understanding and Managing Life at Work* (12th edition). Pearson Canada: Toronto. Electronic edition available ISBN-10: 0137318014 • ISBN-13: 9780137318018. Visit the York Bookstore webpage for ordering e-books (This course does not require Pearson's Revel resources – only the textbook itself is required). Cost: \$62.00

Advice for Success in this Course

- **STAY ON SCHEDULE** – i.e., Attend weekly lectures and keep up with readings.
- **DON'T MISS THE 2 ONLINE QUIZZES (16%!)** - Make sure you note the DATES AND TIMES of those 2 quizzes.
- **ADD TO THE POWERPOINTS WITH YOUR OWN NOTES.** Make your exam review easier by keeping up to date notes.

Course Evaluation

Your course grade will be based on the components below. Additional information about each of these components will be provided in class and posted on the course website.

1. TWO (2) Multiple-Choice Timed (30 minutes) Quizzes (8% each): 16% of grade

Twenty questions, timed for **30 minutes** with the opportunity to write this quiz within a 6 hour window/period beginning on the date & time indicated below. You have a 6 hour window/period (ie from 6pm till midnight) to write these quizzes (each timed for 30 minutes) as follows:

1. **MULTIPLE CHOICE QUIZ #1** (covers Sessions 1-5), **Mon, OCT 19** available 6:00pm, EST 5%
2. **MULTIPLE CHOICE QUIZ #2** (covers Sessions 7-10), **Mon, NOV 30** available 6:00pm, EST 5%

There are **no deferrals** or extensions under any circumstances. - i.e., it is irrelevant if you are ill, your internet failed etc., since these Quizzes will be made available for a 6 hour window though it will be timed for 30 minutes once you start. **Note: Once you answer a question you cannot go back and change your answer so proceed with caution in these quizzes.**

2. On-Campus Midterm Exam: 40% of grade. 2 hours. DATE: Tuesday Oct 27 . 11:30am-1:30 pm. Location: TBA

Material covers **Sessions 1-6**. The exam will include a combination of multiple-choice, short/long questions, and mini-case scenario analysis. If you are absent from the midterm exam, you will receive a grade of zero unless one of the exceptions applies to you (discussed below syllabus)

3. On-Campus Final Examination: 44% of grade. 3 hours Date: To be announced (During the formal examination period)

Non-Cumulative - Material will cover **Session 7-12**. Exams will include a combination of multiple-choice, short/long questions, and mini-case scenario analysis. If you are absent from the final exam, you will receive a grade of zero unless one of the exceptions (discussed below) applies to you.

WEEKLY COURSE SCHEDULE - see next page
WEEKLY COURSE SCHEDULE

IMPORTANT DATES:

Session	Date	Topic	Readings
Session 1&2	Sept 15	Brief Intro	(Skip Chapter 1)
Session 1&2	Sept 15	Personality & Learning	Chapter 2
Session 3	Sept 22	Perception	Chapter 3
Session 4	Sept 29	Values & Attitudes (No in-class lecture)	Chapter 4+recorded lecture
Session 5	Oct 6	Motivation	Chapter 5,6
	Oct 13	READING WEEK	
Session 6	Oct 20	Groups & Teamwork	Chapter 7
	Oct 27	MIDTERM EXAM 11:30-1:30	
Session 7	Nov 3	Groups & Teamwork	Chapter 7
Session 8	Nov 10	Organizational Culture	Chapter 8
Session 9	Nov 17	Leadership	Chapter 9
Session 10	Nov 24	Power; Communication	Chapter 12, 10
Session 11	Dec 1	Decision Making; Conflict & Stress	Chapter 11, 13

1. Online 30 minute Quiz # 1 (covers Sessions 1-5) - Oct 19, 6pm
2. In-Class Midterm exam (covers Sessions 1-6) - Oct 27, 11:30-1:30pm, 2 hours, Closed book
3. Online 30 minute Quiz # 2 (covers Sessions 7-10) – Nov 30, 6pm
4. Final exam on campus in exam period (Date TBA), 3 hours, Closed book

Advice for Success in this Online Course

- **STAY ON SCHEDULE** – Keep up with readings week-by-week per our syllabus dates. Prepare for each of the 4 graded components of this course. Make sure you note the important dates.
- **Stay organized.** Create a folder to keep your files organized and up to date.
- **Read the instructions thoroughly and carefully.**
- **Do not procrastinate.** Plan your work accordingly.

IMPORTANT NOTES FOR COURSE POLICY - see next page

IMPORTANT NOTES FOR COURSE POLICY

Midterm Exam Conflict and Missed Midterm Exam

- Any exam conflicts (religious accommodations, or overlap with another YU midterm exam) must be communicated by the student via email to the Course Director (instructor) no later than two weeks (14 days) before the exam date. Full details about the conflict must be provided (date, time, location, link/URL if available, contact person where applicable). If approval is granted, a solution will be communicated to the student.
- In all cases it is the student's responsibility to proactively address the matter with the Course Director and to inquire about the results of their conflict notice/request.
- The weight of the Midterm Examination cannot be transferred to the Final Examination.
- When a student did not write the exam on its original date due to medical reasons, the student must communicate this matter promptly to the Course Director (instructor) via email no later than 5 working days after the exam. Form to submit:
<http://www.registrar.yorku.ca/pdf/attending-physicians-statement.pdf>
- When a student did not write the mid-term exam on its original date due to a significant reason other than medical, the student must communicate this matter promptly to the Course Instructor via email with documented evidence of the reason. In addition, the student must submit a signed statement indicating the reason for the request along with the relevant supporting documentation. Without any supporting evidence, a makeup exam cannot be granted.
- If approval is granted for a makeup midterm exam, the student will be informed by email of the date of the makeup exam. It is the responsibility of the student to inquire about the results of their request if they do not receive an email notice within seven business days. Failure to receive permission to write the makeup midterm exam or failure to write the makeup exam results in a grade of zero. No further extensions.

Final examination Conflicts & Missed final examinations

- Conflict exams for final exams are handled through the Registrar's Office. Students seeking religious accommodations or alternate exam provisions are expected to follow York University policies and guidelines regarding advance notice and procedures
- Deferred Final Exams: Deferred standing for the final exam might be granted to students who are unable to write their final examination at the scheduled time or to submit their outstanding course work on the last day of classes.
- Deferred standing requests for ADMS courses should follow the procedure and registration outlined here:
- <https://sas-app.laps.yorku.ca/>
- ALL deferral concerns should be addressed to the main office (apsas@yorku.ca).
- DSA Form: http://www.registrar.yorku.ca/pdf/deferred_standing_agreement.pdf
- Attending Physician's Statement form: <http://registrar.yorku.ca/pdf/attending-physicians-statement.pdf>
- In order to apply for deferred standing, students must register at
- <http://apps.eso.yorku.ca/apps/adms/deferredexams.nsf>
followed by completed DSA form and supporting documentation directly to the School of Administrative Studies and add your ticket number to the DSA form. The DSA and supporting documentation must be submitted no later than five (5) business days from the date of the exam.

Other Relevant University Regulations

Academic Honesty <http://www.yorku.ca/secretariat/policies/document.php?document=69>

Students might also wish to review the interactive on-line Tutorial for students on academic integrity, at:

<https://spark.library.yorku.ca/academic-integrity-what-is-academic-integrity/>

Religious Accommodation <https://w2prod.sis.yorku.ca/Apps/WebObjects/cdm.woa/wa/regobs>

Academic Accommodation for Students with Disabilities (Senate Policy)

Counselling and Disability Services website at <http://www.yorku.ca/dshub/>

Other York university policies

<http://www.yorku.ca/univsec/policies/document.php?document=86>

<http://myacademicrecord.students.yorku.ca/grade-reappraisal-policy>

<http://ds.info.yorku.ca/academic-support-accommodations/>

✓ Sessional Dates

EVENT	FALL (TERM F)	YEAR (TERM Y)	WINTER (TERM W)
Classes start	September 9	September 9	January 4
Fall Reading Week ¹	October 10-16	October 10-16	
Fall final examination schedule published online	October 29		
Fall classes end	December 8	December 8	
Fall Study Day ²	December 9	December 9	
Fall examinations ³	December 10-23	December 10-23	