

# **Overview**

Explores the different theories, strategies and skills in the fields of organizational behavior and interpersonal relationships. Covers critical skills and perspectives associated with cross-cultural relationships, personality and values-driven behaviors, empathy, perspective-taking, learning and motivation, conflict resolution, stress management, effective communication, group dynamics, and diagnosis of performance-related issues in organizations.

## What You'll Learn

- Identify and reflect on core values, personality characteristics, and associated behavioral implications
- Explore and reflect on behaviors associated with emotional intelligence and empathy
- Discuss key concepts associated with knowledge acquisition and learning
- Compare and contrast different types of communication and communication channels and practice "flexing" communication style behaviors
- Assess individual strengths and weaknesses with respect to listening skills, assessing verbal and nonverbal cues and cross-cultural implications
- Describe group dynamics and stages of team design and development
- Develop effective conflict management strategies

# **How to Succeed**

To be successful in this course, we recommend English language fluency and computer literacy. We also encourage you to make sure your laptop or desktop computer meets the <u>technical</u> requirements.

# Earn College Credit

This course appears on your transcript identically to how it appears on the transcript of an enrolled ASU student.

This course satisfies 3 credit hours toward the Social-Behavioral Sciences (SB) General Studies requirement at Arizona State University. It is strongly encouraged that you consult with your institution of choice to determine how these credits will be applied.

In order to receive academic credit for this course, you must earn a grade of "C" or better. You have one year to add the course to your transcript.

# **Exams and Grading**

43%

**57**%

**Assignments** 

Quizzes



# **OGL 220: Continued**

#### **Time Commitment**

This is an asynchronous, online course. This means, while you will have deadlines, you do not need to be at your computer at specific times or participate in live activities.

To be successful in this class, you must view all course pages and complete all graded work by the deadlines indicated. Also, keep in mind that "attendance" in an online course means logging into the platform on a regular basis, checking for course announcements, and visiting and participating in the discussion forums.

This 3 credit, 8 week course requires about 135 hours of work. Therefore, expect to spend approximately 15-20 hours per week preparing for and engaging in this course.

#### **Materials**

This course makes use of open educational resources (OERs) provided within the course, no purchase necessary.

## **Graded Assignments**

Graded assignments are required and count towards your final grade. Students must submit all assignments via the course site unless otherwise instructed.

**Worksheets (43%)**: For each worksheet assignment, specific prompts will be provided. Some of the worksheet prompts ask you for specific data while others are open-ended questions, designed for thoughtful elaboration and making connections between what you are learning and your own life. Making connections to the learning materials demonstrates the extent to which you have read and processed the module's content.

**Quizzes (57%)**: These multiple-choice learning quizzes check your understanding of concepts presented throughout the module (including Perusall, additional readings, lectures, videos, etc.). They are untimed and you may take them as many times as you need to within the module time frame. The highest score will be kept.

# **Assignment Deadlines**

Your instructional team will provide all content and learning activities on or through your course site. It is your responsibility to review all content, fulfill all assignments on time, and ask any questions you have in the designated discussion area. It is also your responsibility to determine the due dates and times for all course assignments according to your time zone. Due to the large-scale format of Universal Learner Courses, late assignments will not be accepted at any point during the course, and we cannot make exceptions.

#### **Course Communication**

All communication will take place via the discussion forums and course announcement page. There will be a discussion forum where you can post general questions, comments, and direct inquiries for the instructor and course team. Please use these forums to ensure a timely response. Your instructor will not be able to respond to email.

#### **Additional Information**

If you have questions about Universal Learner Courses and how they work, please visit <u>ea.asu.edu</u> or contact our support team at ulcourses@asu.edu.

