

Disclaimer: This is an indicative syllabus only and may be subject to changes. The final and official syllabus will be distributed by the Instructor during the first day of class.

The American University of Rome Business Administration Program

Department or degree program mission statement, student learning objectives, as appropriate

Course Title:	Business Psychology
Course Number:	MGT 307
Credits & hours:	3 credits – 3 hours
Pre/Co-Requisites:	PSY 101 or any 200-level Business course or permission of the instructor

Course description

In this course students develop insight into human nature which is fundamental to business success. In depth study of emotional intelligence, motivation theory, leadership, and group dynamics provides students with a sound basis for making mature assessments of themselves and of others. Lecture, readings, class discussion, case study, and in-class role-play teach students to apply insight and intuition to analyzing challenging inter-personal business dilemmas. All discussions emphasize a real world orientation with additional emphasis on effective analytical methods and written and oral communication skills.

Required Textbook (subject to change)

Coursepack, provided by professor.

Course Learning Objectives

At the end of the course, students will be able to:

1. demonstrate insight and intuition in analyzing individuals or groups
2. formulate insightful questions and conduct a probing inquiry
3. apply effective negotiation and conflict resolution techniques
4. act with greater maturity in professional relationships

Course Learning Activities

- Interactive Class Lecture (LO 1,2)
- Class Discussion (LO 1,2,3,4)
- In Class Presentation of Readings (LO 1,2)
- Case Study / Article / Presentation (LO 1,2,3,4)
- Term Project (LO 1,2,3,4)

Assessment tools

Class participation	20%
Term Project	5%
Mid-term Exam	35%
Final Exam	40%

COURSE SCHEDULE

Week	Topic
Week 1	- Psychological theory- normal personalities
Week 2	- Psychological theory - abnormal psychology
Week 3	- Analyzing others in an organizational setting - Decision making
Week 4	- Decision making - Assessing oneself in an organizational setting
Week 5	- Emotional intelligence (and maturity) - Characteristically difficult people
Week 6	- Groups and work teams
Week 7	- Groups and work teams
Week 8	- Public speaking
Week 9	- Working with superiors
Week 10	- Managing subordinates (and other colleagues) - Advising
Week 11	- Working with clients and competitors - Negotiation and conflict resolution
Week 12	- Negotiation and conflict resolution - Training and development
Week 13	- Career development - Recruitment and assessment
Week 14	- FINAL EXAM

ATTENDANCE POLICY

In keeping with AUR's mission to prepare students to live and work across cultures, the University places a high value on classroom experience. As a result attendance is expected in all classes and attendance records are maintained. The University's attendance policy is as follows:

1.0. Minimum Attendance Requirement: Students must attend a minimum of 70% of a course in order to be eligible to be considered for a passing grade.

1.1. Automatically Accepted Absences

Students will not be penalized for one absence from classes meeting once a week;
Students will not be penalized for three absences from classes meeting twice a week;
Students will not be penalized for four absences from classes meeting more than twice a week, as in the case of some intensive courses.

1.2. If further absences are recorded, grade penalties will be applied according to the Instructor's specific attendance policy, as stated in the syllabus, and following the institutional parameters given in the Note* below.

1.2.1. If the Instructor does not specify an attendance policy, there will be no grade penalty other than that attached to the minimum attendance requirement, and any penalized absences recorded above the basic 70% attendance requirement for the course will be invalidated.

1.3. During Summer sessions where courses are taught more intensively over a shorter period the following applies:

- Students will not be penalized for two absences from class.

2.0. Tolerated Absences

Certain categories of absence will not be penalized but they will be counted as an absence (for a 3-credit course meeting twice a week). These absences are:

- The Model United Nations (MUN);
- Permit to Stay,
- SG's "Ambassador Program" (Student Government initiative)
- Religious Holidays

The American University of Rome makes all reasonable efforts to accommodate students who must be absent from classes to observe religious holidays. (Please refer to the Provost's Office list of accepted absences for religious holidays)

Not attending a class due to the observance of a religious holiday will normally not be counted as an absence.

Students who will need to miss class in order to observe religious holidays must notify their Instructors by the end of the Add/Drop period (first week of classes), and must make prior arrangements with their Instructors to make up any work missed.

2.1. The list does NOT include academic field trips because these (including arrangements for travel) must not overlap with other classes.

3.0. Cases of prolonged absences caused by an emergency or a medical condition may require students to withdraw from some or all of their courses. Under such circumstances students should first consult their academic advisors.

*Note: No Instructor may penalize a student more than half a letter grade for each absence beyond the tolerated limit (e.g. from A- to B+).

Grade Point Average

A student's grade point average (GPA) is computed by multiplying the quality points achieved by the number of credits for each course. The result is then divided by the total number of credit hours taken. The Cumulative or Career Total Grade Point Average (CGPA) is the grade point average for all credit hours taken at the University and at approved study abroad programs. The GPA and CGPA are calculated by truncating after the second digit after the decimal point. Transfer credits have no effect on the CGPA at The American University of Rome.

Grades

Grades are posted on a secure area of the University's official website and are mailed to AUR degree students only upon written request. Grades are mailed to the various study abroad programs. Grades computed in the (GPA) reflect the following grade equivalents:

GRADE		GPA	
A	Excellent	4.00	94 – 100 points
A-		3.70	90 – 93.99 pts
B+	Very Good	3.30	87 – 89.99
B	Good	3.00	83 – 86.99
B-		2.70	80 – 82.99
C+		2.30	77 – 79.99
C	Satisfactory	2.00	73 – 76.99
C-	Less than Satisfactory	1.70	70 – 72.99
D	Poor	1.00	60 – 69.99
F	Failing	0.00	59.99 – 0
WU	Unofficial withdrawal counts as an F	0.00	
P	Applicable to development courses	0.00	
<i>Grades not computed into the grade point average are:</i>			
W	Withdrawal		
AUDIT (AU)	Only possible when the student registers for a course at the beginning of the semester as an audit student		
I	Incomplete work must be completed within the ensuing semester. Failure to do so results in automatically converting the I grade to the default grade, which is then computed into the grade point average		
P	Pass grade is applicable to courses as indicated in the catalog.		
WIP	Work in progress		