

SYLLABI

Basic Subject Data			
Academic Unit	Faculty of Management		
Program	Business Management and Entrepreneurship		
Course Title	Organizational Behavior		
Level	Bachelor		
Subject Status	Mandatory		
Year of studies	II		
Semesters	IV		
Number of hours per week	3		
Value in Credit - ECTS	5		
Time/Location	UASF		
Subject Teacher			
Contact Details			
Course Description	The main topics covered by this module are as follows: Introduction to Organizational Behavior; General Pattern of Behavior at Work: Values and Attitudes; Personality; Perception; Skills and abilities; Motivation through work design; Group behavior; Social relations by and within the Organization; Communication; Political power and behavior.		
Course Objectives	Students are introduced to the understanding of organizational behavior and learn how to understand employee behavior and how to achieve greater effectiveness with the use of human resources, how to motivate and evaluate workers in order to stimulate increased employee performance at work.		
Expected learning outcomes	Upon completion of the module, the student will be able to: <ol style="list-style-type: none"> 1. identify and explain the role of personality and behavior that influence organizational perception. (ECTS: 1) 2. compare approaches related to employee motivation and performance. (ECTS: 1) 3. understand the importance of effective communication within the organization, discuss the importance of groups in organizations and how they can influence decision-making, efficiency, and effectiveness of the organization. (ECTS: 1) 4. Appreciate the role and effectiveness of leadership within the organization and implement ethics in the workplace. (ECTS: 1) 		
Contribution to the student's workload (which should correspond to the student's learning outcomes)			
Activity	Hours	Day/week	Total
Lectures	2	15	30
Theoretical exercises/tasks	1	15	15
Internships	5	1	5
Contacts with teachers – consultations	1	5	5
Field exercises			
Colloquium – seminars	2	2	4

Homework	2	4	8
Student's self-study time (in the library or at home)			38
Final preparation for the exam	3	2	6
Time spent on assessment (tests, final exam)	2	2	4
Projects, presentations, etc	1	5	10
Totals			125

Teaching (and learning) methodology	Interactive lectures with students, taking case studies which will be discussed in the group, learning based on a presented problem/chance, role-playing, practical lessons on the subject and commitment for the student to present the knowledge gained through case studies, seminar papers, or/and research, solving numerical tasks and interpreting them.										
Assessment methods (passing criteria)	<p>The evaluation method – based on three activities – on the basis of which the final grade will be constructed:</p> <ul style="list-style-type: none"> • Activity and Engagement in Learning.....max 20 points (20%), • Design/presentation of the seminar paper.....max 10 points (10%), • Final exam (or two tests).....max 70 points (70%), <p>Pass criteria - related to the activities foreseen by the evaluation method:</p> <ol style="list-style-type: none"> 1. Activity and Engagement in learning – evaluated with 20 points (20%) out of a possible 100 points (100%) <ul style="list-style-type: none"> • Activity in learning (10 points (10%)) – means that the student is active and involved in interactive professor-student, student-student discussions, opening up new topics that are related to the subject, giving ideas, opinions, critical opinions in order to stimulate debate during lectures. • Engagement (10 points (10%)) – means that the student completes and presents the tasks that are assigned at the end of each lecture and then discussed at the beginning of the following lecture. <p>Objective: To stimulate critical thinking and creatively solve real situations related to the problems posed - related to learning in the subject module.</p> <ol style="list-style-type: none"> 1. Drafting and presenting a seminar paper – evaluated with 10 points (10%) out of a possible 100 points (100%). Within the semester the student must prepare a seminar paper (Word and PowerPoint), which must be presented during the assigned hours for presentation. The presentation will last a maximum of 15 minutes. The topic of the paper can be proposed by the professor and by the student – the topic proposed by the student must be approved by the professor, and the same must be in full correlation with the course. The paper is presented in front of the group and evaluated based on the quality of the content, analysis, creativity and ability to present it clearly. <table border="1"> <thead> <tr> <th colspan="2">Evaluation criteria of the project/workshop paper</th> </tr> <tr> <th>Components</th> <th>Points (%)</th> </tr> </thead> <tbody> <tr> <td>Structure and Purpose of the paper</td> <td>2</td> </tr> <tr> <td>Content/elaboration of the paper</td> <td>2</td> </tr> <tr> <td>Conclusions drawn and presentation of the paper</td> <td>2</td> </tr> </tbody> </table>	Evaluation criteria of the project/workshop paper		Components	Points (%)	Structure and Purpose of the paper	2	Content/elaboration of the paper	2	Conclusions drawn and presentation of the paper	2
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Conclusions drawn and presentation of the paper	2										

Creativity expressed in the paper/presentation	2
Ability to present	2
Total:	10

Objective: to develop research, analytical and scientific skills, through the treatment of a specific topic independently and academically – related to learning in the subject module.

2. The final exam test is evaluated with 70 points (70%) out of a possible 100 points,

Within the semester, it is planned to hold two Tests (2 x 35 points (35%)) for actively engaged students with participation in lectures. The first test in week 7 (seven) or 8 (eight) and the second test at the end of the lectures, the student passes the test if he has min 18 points (18%), after the student is assessed to have passed the first test, then the student can take the second test. The student has the right to take the final exam directly - oral or written. The student will undergo the final exam test, after the completion of the subject lectures and in the exam deadlines set by the University Senate.

The purpose of the exam is to assess the student's knowledge, ability, ability and competencies, in relation to the learning outcomes foreseen in the material of the taught subject.

The exam test (question form) must be completed individually by the student and it is evaluated according to the criteria and contains:

- ◆ objective multiple-choice alternative questions, which will be used to assess the student's ability to recall and recognize the concepts and material of the subject.....**30 points (30%),**
- ◆ subjective questions of the topic type for explanation/written answers/assignments - to which the student himself should be able to give answers related to the material of the taught subject, which answers will be used to assess the student's understanding and skills to apply the acquired knowledge in analysis, synthesis/evaluation of the problem....**40 points (%)**

The aim of the test: to assess the acquisition of learning outcomes and the ability to apply them in practical situations.

The student passes the exam if he/she accumulates 50 points (%) from all the activities provided with the assessment method,

Grades in UShAF:

Note	ECTS>Note	Percentage (%)	Definition
10	A	90 - 100	Excellent
9	B	80 - 89	Excellent
8	C	70 - 79	Very good
7	D	60 - 69	Good
6	E	50 - 59	Sufficient
5	FX/F	0 - 49	Insufficient

Concretization tools – IT	Laptop, projector, Smart-board, wireless, internet, MS Teams, skill testing instruments, etc.
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Relationship between the theoretical and practical part of the study	<p>70% - Theories, 30% - Practical exercises/tasks,</p> <p>This report aims to analyze the relationship between the theoretical knowledge acquired during the lectures provided in the subject module and the realization of practical exercises (practical visits, exercises with students, student quizzes in class, etc.).</p> <p>Out of a total of 125 hours foreseen for the course, the division was made according to the ratio of 70% with a focus on theory and 30% on practical exercises/tasks.</p> <ul style="list-style-type: none"> • 87.5 hours are dedicated to theoretical lectures, including the acquisition of basic concepts, methodologies and standards foreseen in the subject module. • 37.5 hours are focused on practical exercises/tasks, concrete case studies, group work and development of simulation projects. <p>Allocation of 6 ECTS according to the ratio 70%-30%</p> <ul style="list-style-type: none"> ❖ 3.5 ECTS – dedicated to the theoretical part, ❖ 1.5 ECTS – dedicated to the exercises/practical tasks part, <p>This division reflects the balance between the acquisition of basic concepts and their implementation through practical activities.</p>
Literature	
Basic Literature	<ol style="list-style-type: none"> 1. Bislim Lekiqi, (2025), Organizational Behavior, Authorized Lectures in Textual and Video Recordings, USHAF 2. BISLIM LEKIQI, 2022, Human resource planning in manufacturing enterprises, Technium Social Sciences Journal (ISSN: 2668-7798) 3. Canco G., etc., (2016), Siellja Organizationative, Tirana;
Additional Literature	<ol style="list-style-type: none"> 1. Stephen Robbins, Timothy Judge, (2021) Organizational Behavior; Updated 18e, Global Edition
Designed lesson plan:	
Java	Lecture to be held
First week	<p>Presentation – acquaintance of students with the syllabus of the subject,</p> <ul style="list-style-type: none"> • Acquaintance with students • Students will be introduced to the syllabus in detail <p>The expected result no. 1, 2, 3, 4</p>
Second week	<p>Introduction to Organizational Behavior – subtopics will be covered:</p> <ul style="list-style-type: none"> • SO and other very close disciplines • SO Study Methods • Evaluation of research results <p>The expected result no. 1, 2, 3, 4</p>
Third week	<p>A general model of the study of work behaviour – the subtopics will be covered:</p> <ul style="list-style-type: none"> • Knowledge of the individual • Other factors that affect the individual's behavior in the organization • Biographical characteristics <p>The expected result no. 2</p>
Week Four	<p>Values and attitudes – will be dealt with sub-topics: – sub-topics will be addressed:</p>

	<ul style="list-style-type: none"> • Characteristics of values • The importance of values for SO • Hierarchy of values • People try to reduce discrepancy • Changing attitudes • Causes of Work Stoppages • Functions of Stays • Work Stoppages • Dedication to the organization • Getting involved in a job <p>The expected result no. 1, 3</p>
Fifth week	<p>Personality – the following subtopics will be covered:</p> <ul style="list-style-type: none"> • Factors That Affect Personality Formation • Jung's typology • Adapting personality to work • Personality qualities that interest SO • Checkpoint • The need to be effective • Self-esteem • Efficiency itself • Taking care to satisfy the "right" side of yourself • Personality values as a predictor of work behavior <p>The expected result no. 1, 2, 3, 4</p>
Week Six	<p>Perception – the following subtopics will be addressed:</p> <ul style="list-style-type: none"> • External factors (related to the object being perceived) • Internal factors (related to the perceiver) • Organization of perception • Perception of persons • Impression Management • Attribution theory • Abbreviations (errors) in the judgment of others <p>The expected result no. 2</p>
Week Seven	<p>Colloquium 1 - First Intermediary Assessment For evaluation will be the topics covered before the first colloquium</p> <p>The expected result no. 1, 2, 3, 4</p>
Week Eight	<p>Conduct in international disputes – the following subtopics will be addressed:</p> <ul style="list-style-type: none"> • Factors of national culture that influence the organizational culture and behavior of the individual • Model Kluckhohn – Strodtbeck • HOFSTED model • BOND Model • The GLOBE Project <p>The expected result no. 1, 2, 3, 4</p>
Ninth Week	<p>Skills and Skills – subtopics will be covered:</p> <ul style="list-style-type: none"> • Intellectual abilities • Emotional Intelligence • IQ or IE • Physical abilities • Manager Skills • Katz Model <p>The expected result no. 1, 2</p>

Tenth week	<p>Motivation through the design of works – the following subtopics will be addressed:</p> <ul style="list-style-type: none"> • Meaning of «income» • Income that depends/does not depend on the performance of work • Internal and external income • Three different motivation methods, one goal: Motivation through objectives (MO), Work enrichment and Positive reinforcement <p>The expected result no. 2</p>
Week Eleven	<p>Group behaviour – the following subtopics will be addressed:</p> <ul style="list-style-type: none"> • Meaning of «income» • Income that depends/does not depend on the performance of work • Internal and external income • Three different motivation methods, one goal: Motivation through objectives (MO), Work enrichment and Positive reinforcement <p>The expected result no. 1</p>
Twelfth week	<p>Communication – the following subtopics will be addressed:</p> <ul style="list-style-type: none"> • Mode of interpersonal communication • Gender Difference in Communication • Communication Patterns in the Organization • Communication Networks • Active Listening • Developing Active Listening Skills • Fidbeku <p>The expected result no. 3</p>
Week Thirteen	<p>Power and political behavior – subtopics will be addressed:</p> <ul style="list-style-type: none"> • The essence of power • Power Features • Basics and sources of power • The concept of dependency • Characteristics of the subject being influenced • Group power – coalitions • Distance of power • Political behavior • Sources of political behavior <p>The expected result no. 4</p>
Fourteenth Week	<p>Colloquium 2 - Second Intermediary Assessment For evaluation will be the topics addressed after the first colloquium The expected result no. 1, 2, 3, 4</p>
Fifteenth week	<p>Presentation of seminar papers Students will present their papers. The expected result no. 1,2,3,4</p>
Academic Policies and Etiquette Rules	<p>The student is obliged to attend lectures in an orderly manner and to have correct behavior towards colleagues and staff of the University, maintaining calm and active engagement in lectures and exercises is mandatory. During lecture and exercise hours, food, whispers that hinder classroom work and the use of mobile phones are PROHIBITED. At the same time, mobile phones should be turned off or put on silence and not used during lectures or exercises. Lack of academic integrity (including plagiarism, copying another person's work, using unauthorized exam aids, fraud, etc.) will not be tolerated. If there are doubts about the authenticity of the submitted work, the teacher has the right to ask the student to verify his/her work. This can be done through: repetition of the work, written or oral testing, unexpected quiz or any other action deemed necessary by the lecturer.</p>