

## OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

Note: The University reserves the right to amend course outlines as needed without notice.

<b>Course Code and Number:</b> BUS 408		<b>Number of Credits:</b> 3 <a href="#">Course credit policy (105)</a>																	
<b>Course Full Title:</b> Teamwork in Organizations <b>Course Short Title (if title exceeds 30 characters):</b>																			
<b>Faculty:</b> Faculty of Professional Studies		<b>Department (or program if no department):</b> School of Business																	
<b>Calendar Description:</b> "Teams" and "teamwork" have become ubiquitous words in organizations. Yet, without an understanding of team processes, teamwork can and often does go wrong. By combining theoretical concepts in group development and performance with practical applications of teamwork, this course will equip students to better manage teams and to be better team members.																			
<b>Prerequisites (or NONE):</b>		BUS 203. Note: As of January 2019, prerequisites will change to: 60 university-level credits including BUS 203.																	
<b>Corequisites (if applicable, or NONE):</b>		None																	
<b>Pre/corequisites (if applicable, or NONE):</b>		BUS 304.																	
<b>Equivalent Courses (cannot be taken for additional credit)</b> Former course code/number: Cross-listed with: Equivalent course(s): BUS 307B <i>Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit.</i>		<b>Transfer Credit</b> Transfer credit already exists: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Transfer credit requested (OREg to submit to BCCAT): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, fill in transfer credit form) Resubmit revised outline for articulation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No To find out how this course transfers, see <a href="http://bctransferguide.ca">bctransferguide.ca</a> .																	
<b>Total Hours: 45</b> <b>Typical structure of instructional hours:</b> <table border="1"> <tr> <td>Lecture hours</td> <td>25</td> </tr> <tr> <td>Seminars/tutorials/workshops</td> <td>20</td> </tr> <tr> <td>Laboratory hours</td> <td></td> </tr> <tr> <td>Field experience hours</td> <td></td> </tr> <tr> <td>Experiential (practicum, internship, etc.)</td> <td></td> </tr> <tr> <td>Online learning activities</td> <td></td> </tr> <tr> <td>Other contact hours:</td> <td></td> </tr> <tr> <td><b>Total</b></td> <td><b>45</b></td> </tr> </table>		Lecture hours	25	Seminars/tutorials/workshops	20	Laboratory hours		Field experience hours		Experiential (practicum, internship, etc.)		Online learning activities		Other contact hours:		<b>Total</b>	<b>45</b>	<b>Special Topics</b> Will the course be offered with different topics? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, different lettered courses may be taken for credit: <input type="checkbox"/> No <input type="checkbox"/> Yes, repeat(s) <input type="checkbox"/> Yes, no limit <i>Note: The specific topic will be recorded when offered.</i>	
Lecture hours	25																		
Seminars/tutorials/workshops	20																		
Laboratory hours																			
Field experience hours																			
Experiential (practicum, internship, etc.)																			
Online learning activities																			
Other contact hours:																			
<b>Total</b>	<b>45</b>																		
		<b>Maximum enrolment (for information only):</b> 25 <b>Expected frequency of course offerings (every semester, annually, every other year, etc.):</b> Annually																	
<b>Department / Program Head or Director:</b> Dr. Frank Ulbrich		<b>Date approved:</b> October 31, 2017																	
<b>Faculty Council approval</b>		<b>Date approved:</b> December 8, 2017																	
<b>Campus-Wide Consultation (CWC)</b>		<b>Date of posting:</b> February 16, 2018																	
<b>Dean/Associate VP:</b> Dr. Tracy Ryder Glass		<b>Date approved:</b> December 8, 2017																	
<b>Undergraduate Education Committee (UEC) approval</b>		<b>Date of meeting:</b> February 23, 2018																	

**Learning Outcomes**

Upon successful completion of this course, students will be able to:

- LO 1. Explain the process of team development,
- LO 2. Communicate effectively in teams,
- LO 3. Manage team conflict,
- LO 4. Exert influence in teams,
- LO 5. Evaluate team decision-making processes,
- LO 6. Stimulate creativity in teams,
- LO 7. Leverage team diversity,
- LO 8. Assess team performance.

**Prior Learning Assessment and Recognition (PLAR)**

☒ Yes      ☐ No, PLAR cannot be awarded for this course because

**Typical Instructional Methods (guest lecturers, presentations, online instruction, field trips, etc.; may vary at department's discretion)**

Lectures, seminars, and group assignments.

**Grading system:** Letter Grades: ☒ Credit/No Credit: ☐ Labs to be scheduled independent of lecture hours: Yes ☐ No ☒

**NOTE: The following sections may vary by instructor. Please see course syllabus available from the instructor.**

**Typical Text(s) and Resource Materials (if more space is required, download Supplemental Texts and Resource Materials form)**

Author (surname, initials)	Title (article, book, journal, etc.)	Current ed.	Publisher	Year
1. Levi, D.	Group dynamics for teams	<input checked="" type="checkbox"/>	Sage	
2.		<input type="checkbox"/>		

**Required Additional Supplies and Materials (software, hardware, tools, specialized clothing, etc.)**

n/a

**Typical Evaluation Methods and Weighting**

Final exam:	-	Assignments:	40%	Midterm exam:	20%	Practicum:	-
Quizzes/tests:	-	Lab work:	-	Field experience:	-	Shop work:	-
Class participation:	10%	Team project:	30%	Other:	-	Total:	100%

**Details (if necessary):**

**Typical Course Content and Topics**

Module One: Teamwork processes

- Group socialization
- Increasing team motivation and cohesion
- Dividing work in teams
- Challenges of cooperation and competition
- Communication flow in teams

Assignments and participation (LO 1, 2)

Module Two: Power and influence in teams

- Types of conflict in teams
- Managing team conflict
- Bases of power in teams
- Empowering team members
- Approaches to leadership

Participation (LO 3, 4)

Midterm Exam (LO 1–4)

Module Three: Problem-solving in teams

- Advantages and disadvantages of group decision-making
- Decision-making techniques
- Functional and prescriptive approaches to problem-solving
- Team creativity techniques

Assignments and participation (LO 5, 6)

Module Four: Evaluating and rewarding teams

- Defining team success
- Team performance evaluations
- Effects of diversity in teams
- Reward systems
- Team training practices

Participation (LO 7, 8)

Team project (LO 1–8)