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| Title of the course | **Institutional analysis (offered in English)** |
| Title of the Academic Programme  | **Bachelor’s Programme 'Sociology and Social Informatics'** |
| Type of the course  | Mandatory |
| Prerequisites | * English Language Proficiency: advanced intermediate or advanced level;
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| ECTS workload | 4 |
| Total indicative study hours | Directed Study | Self-directed study  | Total |
| 48 | 104 | 152 |
| Course Overview | This is a comprehensive course that unifies sociology with business management with an aim to increase student´s comprehension of the main concepts from these areas and their interconnectedness. This is to be realized by explaining and demonstrating how and why various environments and its institutions influence the behavior of organizations and people working in them, in both theory and practice. The dimensions of environments to be discussed entail socio-cultural, socio-economic, political, legal and labor dimensions. Organizational dimensions will entail organizational and individual level concepts such as organization culture, leadership, conflicts, teams and motivation. As a learning outcome, students will develop a Project in which they will analyze different environmental factors and identify and explain their influence and the effects of such influence to organizational and individual level behaviors. |
| Intended Learning Outcomes (ILO) | Students who successfully complete the course at a satisfactory level will be able to:* Identify various types of environments critical for operations of national and international business organizations
* Understand the meaning, importance and functioning of these environments
* Identify, understand and demonstrate multidimensional effects of these environments on different aspects of, both, business and non-business, organizations
* Identify, understand and demonstrate multidimensional effects of these environments on people working in and associated with such organizations
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| Teaching and Learning Methods | This course comprises lectures, class discussions, case studies, workshops and projects. Class discussion (Mondays) will highlight the key theoretical concepts/methods and the students will apply those in their weekly seminar presentations (Thursdays) and Final Project. Success in this course depends on student´s active involvement and comprehension by means of class discussions and project assignments. |
| Content and Structure of the Course |
| **№** | **Topic / Course Chapter** | **Total** | **Directed Study** | **Self-directed Study[[1]](#footnote-1)** |
| **Lectures** | **Tutorials** |
| 1 | **Socio-Cultural Institutional Environment** | 14 | 2 | 2 | 10 |
| 2 | **Socio-Economic Institutional Environment** | 13 | 2 | 1 | 10 |
| 3 | **Political & Ideological Institutional environment** | 8 | 2 | 1 | 5 |
| 4 | **Labor Institutional Environment** | 8 | 2 | 1 | 5 |
| 5 | **United Nations** | 5 | 2 | 1 | 2 |
| 6 | **European Union** | 5 | 2 | 1 | 2 |
| 7 | **Organizational Culture** | 13 | 2 | 1 | 10 |
| 8 | **Leadership** | 8 | 2 | 1 | 5 |
| 9 | **Teams & Teamwork** | 8 | 2 | 1 | 5 |
| 10 | **Conflict and Negotiation** | 14 | 2 | 2 | 10 |
| 11 | **Emotions & Values** | 14 | 2 | 2 | 10 |
| 12 | **Motivation & Performance** | 14 | 2 | 2 | 10 |
| 13 | **Perception** | 14 | 2 | 2 | 10 |
| 14 | **Power** | 14 | 2 | 2 | 10 |
| **Total study hours** | 152 | 28 | 20 | 104 |
| Indicative Assessment Methods and Strategy  | Students will be evaluated (graded) throughout the semester (3rd and 4th modules) and at the end of the semester (after the completion of the 4th module). The grading criteria applied will be the following :* **Cumulative Grade** (taken weekly throughout the semester refers to the seminar presentations on Thursdays)
* Use and comprehension of course concepts (0,3),
* Quality of research (0,3)
* Level of analysis (0,3)
* Format, organization, professionalism and citation (0,1)
* **Final Project Grade** (taken at the end of the 4 module, refers to the final project presentation):
* Use and comprehension of course concepts (0,3),
* Quality of research (0,3)
* Level of analysis (0,3)
* Format, organization, professionalism and citation (0,1)
* **Written Exam Grade** (taken at the end of the 4 module, refers to the theoretical concepts discussed in class throughout 3rd and 4th modules)
* Points ranging from 0,0 to 0,50 for each question; 20 questions totaling in 10 points (grade) maximum
* **Final Grade**:
* Cumulative Grade (0,3)
* Examination Grade (0,7)
* Final Project Grade (0,6)
* Written Exam Grade (0,4)
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| Readings / Indicative Learning Resources | Mandatory Hiriyappa, B*.* (2009).  *Organizational Behavior.* New Delhi : New Age International Publishers. Retrieved from <http://ebookcentral.proquest.com/lib/hselibrary-ebooks/reader.action?docID=414236&ppg=8>Katsioloudes, M.I., Terry C., Hadjidakis, S. (2007). *International business : a global perspective*. Oxford : Taylor & Francis. Retrieved from <https://library.books24x7.com/toc.aspx?bookid=28113>Optional:George, J. M., Jones, G. R. (2012). *Understanding and managing organizational behavior.* Harlow : Pearson. Retrieved from <http://web.a.ebscohost.com/ehost/ebookviewer/ebook/bmxlYmtfXzE0MTg5NjlfX0FO0?sid=95e313b5-924d-4789-803c-e81c0debd686@sessionmgr4007&vid=0&format=EB&rid=1> Subba Rao, P. (2010). *Management and Organisational Behaviour.* Mumbai: Himalaya Pub. House. Retrieved from <https://ebookcentral.proquest.com/lib/hselibrary-ebooks/reader.action?docID=618260>Ajami, R. A. (2006). *International Business : Theory and Practice.* Armonk : M.E. Sharpe. Retrieved from <https://ebookcentral.proquest.com/lib/hselibrary-ebooks/reader.action?docID=3060583>Subba Rao, P.(2010*) Introduction to International Business.* Mumbai: Himalaya Pub. House. Retrieved from<https://ebookcentral.proquest.com/lib/hselibrary-ebooks/reader.action?docID=618258> |
| Indicative Self- Study Strategies | **Type** | **+/–** | **Hours** |
| Reading for seminars / tutorials (lecture materials, mandatory and optional resources) | + | 25 |
| Assignments for seminars / tutorials / labs | + | 10 |
| E-learning / distance learning (MOOC / LMS) | - |  |
| Fieldwork | + | 14 |
| Project work | + | 35 |
| Other (please specify) |  |  |
| Preparation for the exam | + | 20 |
| Academic Support for the Course | Academic support for the students is provided via LMS and via direct (e-mail, consultation hours) communication with the course Professor, providing guidelines and recommendations for the course; guidelines and recommendations for self-study; samples of assessment materials |
| Facilities, Equipment and Software | - |
| Special conditions for organization of learning process for students with special needs  | The following types of comprehension of learning information (including e-learning and distance learning) can be offered to students with disabilities (by their written request) in accordance with their individual psychophysical characteristics:1. *for persons with vision disorders:* a printed text in enlarged font; an electronic document; audios (transferring of learning materials into the audio); an individual advising with an assistance of a sign language interpreter; individual assignments and advising.
2. *for persons with hearing disorders: a* printed text; an electronic document; video materials with subtitles; an individual advising with an assistance of a sign language interpreter; individual assignments and advising.
3. *for persons with muscle-skeleton disorders: a* printed text; an electronic document; audios; individual assignments and advising.
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| Course Instructor | Jasenko Ljubica, PhD |

1. The number of hours stated in this column reflects a suggestion by the Professor. The students are free to dedicate the amount of time to their preparation in accordance to their own decision. [↑](#footnote-ref-1)