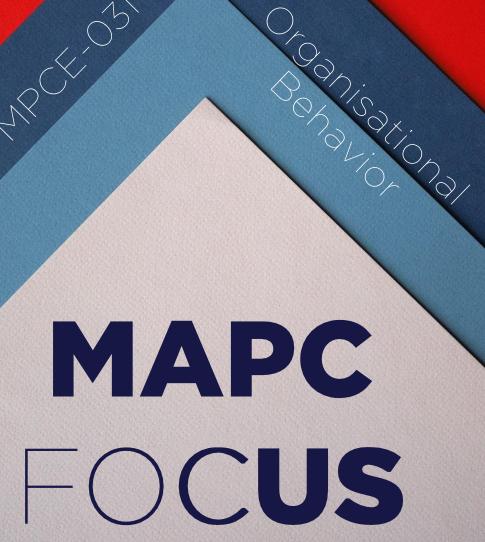
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NOX OB



# Please note that these are MUST READ TOPICS and NOT THE ONLY READ Topics

Also, the Guesses are
not expected to be exact
I used my logic of analysis
and you can
follow it at your discretion

Just one request....kindly don't ask for any clarification regarding this document Please use it as per your understanding Thank you!!

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# ORGANIZATIONAL BEHAVIOUR MPCE - 031

Year	Block 1	Block 2	Block 3	Block 4
June 15	10,10,3	10,6,6,3	6,3	10,6,6
	29%	32%	11%	28%
Dec 15	10,6,3	10,6,3	10,6,3	10,6,6
	24%	24%	24%	28%
June 16	10,10,3	10,10	6,6,3	6,6,6,3
	29%	25%	19%	27%
Dec 16	10,6	10,10,6,3	10,6,6	6,3,3
	20%	37%	28%	15%
June 17	10,6,3	10,6,6,3,3	6,6	10,10
	24%	36%	15%	25%
Dec 17	10	10,6,3,3	10,10,6,6,3	6,6
	13%	28%	44%	15%
June 18	10,6,6,3	10,10,6,3,3	10,6	6
	32%	41%	20%	8%

1 <sup>st</sup> Priority		
Block	Unit	
1	4	
2	2, <mark>3</mark>	
3	2,4	
4	4	
53% of Questions		
42 Marks		

2 <sup>nd</sup> Priority		
Block	Unit	
1	2,3	
2	**	
3	1	
4	1,2	
35% of Questions		
28 Marks		

3 <sup>rd</sup> Priority			
Block	Unit		
1	1		
2	1,4		
3	3		
4	3		
12% of Questions			
9 Marks			

It has been observed that Block 2 is the most important as more than 1/3 questions in the exam comes from these only, so you should not miss this Block at any cost

Block 2, Unit 3 is the most important as approx. 20% questions in the exam were from this unit only

# **Block-1 Organisational Psychology**

#### **Unit 1 – Introduction of Organisational Psychology**

- What is Organisational Psychology?
- Organisational Psychology and Organisational Behaviour
- Scope of Organisational Psychology

# Unit 2 - Organisational Behaviour, Definition and Importance

- Definition of Organisational Behaviour
- Characteristics of the Field of OB Today

# Unit 3 - Fundamental Concepts in Organisational Behaviour

- The Nature of People
- The Nature of Organisations

#### **Unit 4 - Different Models of OB**

• Models of Organisation

# Block-2 Personality and Attitudes in Organisational Behaviour

#### Unit 1 - Job Satisfaction

\*\*\* NIL \*\*\*

#### **Unit 2 - Work Motivation**

- Nature of Work Motivation
- Characteristics of Work Motivation
- Relationship Between Motivation and Performance
- General Model of Work Motivation
- Classification Of Motives at Work

## Unit 3 - Content Theories, Process Theories and Schedules of

#### Reinforcement

- Herzberg's Motivator-Hygiene Theory
- McClelland's Learned Needs Theory
- Job Characteristics Model
- Goal-setting Theory
- Reinforcement Theory

# **Unit 4 - Organisational Commitment**

- Defining Organisational Commitment
- Components of Organisational Commitment

# **Block-3 Leadership and Team Building**

#### Unit 1 - Definition of Leadership and Importance of Team Building

- Classification of Leadership
- Factors of Leadership
- Characteristics of Leadership
- Approaches of Leadership

# **Unit 2 - Change Management**

- Approaches of Management
- Nature of Management
- The Management Functions
- Change Management
- Issues about Change Management

#### **Unit 3 - Team Management**

Methods to Create Effective Team

## **Unit 4 - Resolving Conflicts**

- Definition of Conflicts
- Causes of Conflict
- Conflict Resolution
- Conflict Resolution Techniques
- Ten Steps in Conflict Resolution

# Block-4 Learning Process and Motivation in Organisation Behavior

# **Unit 1 – Principles and Process of Learning**

- Definition and Meaning of Learning
- Theories of Learning
- Principles of Learning

# Unit 2 - Organisation Behavior and Management

- Organisation Behavior Management
- The five step plan of organisational behavior management programme
- Ethics in Organisation Behavior Management

# **Unit 3 – Motivation in Organisations**

Types of Motives

# Unit 4 – The process of Motivation for Higher Morale and Productivity

- The process of Motivation for Higher Morale and Productivity
- Employee Ownership
- Total Quality Management
- Quality control circles