
Business Administration in India www.businessadministrationinindia.com

ISSN 2690-1749

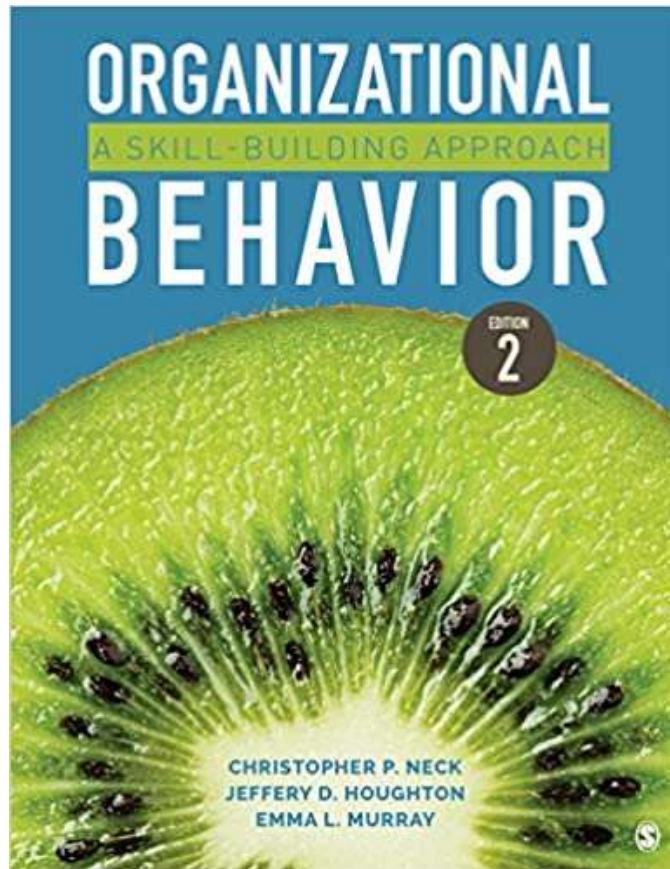
Vol. 1:13 December 2020

Introducing a Book:

Organizational Behavior - A Skill Building Approach

Authored by **Christopher P. Neck, Jeffrey D. Houghton and Emma L. Murray**

Sage Publications, Inc. 2020



Courtesy: https://www.amazon.com/Organizational-Behavior-Skill-Building-Christopher-Neck/dp/1544317549/ref=sr_1_3?crd=XVQLC5TD1DQ0&dchild=1&keywords=organizational+behavior&qid=1610169973&s=books&sprefix=organizational%2Caps%2C707&sr=1-3

Organizational Behavior - A Skill Building Approach by Christopher P. Neck, Jeffrey D. Houghton and Emma L. Murray is divided into five parts.

Part I: Introduction

Part II: Individual Processes

Business Administration in India www.businessadministrationinindia.com ISSN 2690-1749 1:13 December 2020

Introducing a Book: **Organizational Behavior - A Skill Building Approach** by Christopher P. Neck, Jeffrey D. Houghton and Emma L. Murray

Part III: Teams and Teamwork

Part IV: Leadership and Influence Processes

Part V: Organizational Context

A useful and interesting feature of this insightfully written textbook is that it offers a detailed list of contents under each chapter. Part 1 has one chapter Introduction which defines what organizational behavior is and why it is very important for the growth and development of the organization and for the individual's participation and leadership. The book focuses on "skill-building," which includes "practical applications, self-assessments, experiential exercises." The book also offers "additional pedagogical features" which include textbook exercises, online exercises, case studies and self-assessment in every chapter. Critical thinking is highly emphasized by the authors. The authors point out that their book is not meant for memorizing and writing and passing exams. It is meant for practical use to develop the students' and others' skills to improve their organizational behavior and their leadership.

The following gives the list of chapters. The titles of chapters are descriptive enough to give us a clue to the contents.

Chapter 1 Introduction

Chapter 2 Diversity and Individual Differences

Chapter 3 Perception and Learning

Chapter 4 Emotions, Attitudes, and Stress

Chapter 5 Motivation: Concepts and Theoretical Perspectives

Chapter 6 Motivation: Practices and Applications

Chapter 7: Teams

Chapter 8: Decision Making, Creativity, and Innovation

Chapter 9: Ethics and Social Responsibility in Organizations

Chapter 10: Effective Communication

Chapter 11: Trust, Conflict, and Negotiation

Chapter 12: Leadership Perspectives

Chapter 13: Influence, Power, and Politics

Chapter 14: Organizations and Culture

Chapter 15: Organizational Change and Structure

The book offers also interesting and insightful sections within the chapters, focusing on major points under discussion. Examples and concepts are offered in simple and easy to follow

language. For example, **Chapter 15 Organizational Change and Structure** has several sections, and each section has multiple subsections. We give below a section, and its subsections to illustrate how well the text is organized.

Forces for Change

External Forces for Change

- Demographic Characteristics
- Technological Advancements
- Customer and Market Changes
- Social and Political Pressures
- Generational Changes

Internal Forces for Change

- Management Change
- Organizational Restructuring
- Intrapreneurship

Organizational Behavior - A Skill Building Approach by Christopher P. Neck, Jeffrey D. Houghton and Emma L. Murray is a highly valuable book for the students, research scholars, faculty members and business executives from all the levels of the company/corporation/institution. Indian students, scholars and faculty members will do well if they search for suitable examples from South Asia and apply the concepts discussed in evaluating demonstrated organization behaviors.

The book offers also interesting and insightful sections within the chapters, focusing on major points under discussion. Examples and concepts are offered in simple and easy to follow language. It is recommended that the libraries in the colleges and universities have multiple copies of this very useful textbook.

M. S. Thirumalai, Ph.D.

msthirumalai2@gmail.com