Course Specification

Course Title: Change Management

Course Code: BAM 2713

Program: Human Resource Management

Department:

College: Applied College In Alarda

Institution: Jazan University

Version: 1

Last Revision Date: 20 April 2024

Table of Contents

A. General information about the course:

1. Course Identification

1. Credit hours: (3 hours)

2. Course type

A.	☐University	☐ College	☒ Department	☐Track	☐Others
B.	☒ Required			☐Elective	

3. Level/year at which this course is offered: (3th Level/2nd Year)

4. Course general Description:

This course focuses on understanding of main concept of change management and the improvement of human resources that work in organizations and deals with theories related to change and alternatives used in the success of changing the organization and introducing and the necessary changes to enable the organization to grow continuously and adapt to changing conditions and introduce the most important skills required to keep pace with the changes.

5. Pre-requirements for this course (if any):

None

6. Co-requisites for this course (if any):

None

7. Course Main Objective(s):

- Introducing the importance of change and development management.
- Developing the student's ability to plan and implement change at various levels.
- Introducing the importance of change and development management.
- Developing the student's ability to plan and implement change at various levels.
- Managing change and development in organizations.

2. Teaching mode (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom	45 hrs	100

No	Mode of Instruction	Contact Hours	Percentage
2	E-learning		
3	Hybrid • Traditional classroom • E-learning		
4	Distance learning		

3. Contact Hours (based on the academic semester)

No	Activity	Contact Hours
1.	**Lectures**	45 hrs
2.	**Laboratory/Studio**	
3.	**Field**	
4.	**Tutorial**	
5.	**Others (specify)**	
Total		**45 hrs**

B. Course Learning Outcomes (CLOs), Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Code of CLOs aligned with program	Teaching Strategies	Assessment Methods
1.0	**Knowledge and understanding**			
1.1	Describe the importance of Change Management	**K1**	Lectures Discussion Class assignments	Quiz Midterm Exam
1.2	Explain how to create and change organizational culture .	**K2**	Lectures Discussion	Midterm Exam Final Exam
1.3	Define the theories and factors of change management	**K3**	Lectures	Quiz Midterm Exam
2.0	**Skills**			
2.1	Demonstrate the	**S1**	Lectures	Midterm Exam

Code	Course Learning Outcomes	Code of CLOs aligned with program	Teaching Strategies	Assessment Methods
	ability to develop and change plans		Discussion	Final Exam Individual Assignments
2.2	Apply appropriate techniques for solving complex business problems	S1	Discussion Class assignments	Quiz Midterm Exam Final Exam
2.3	Communicate effectively in a variety of professional context	S2	Lectures presentations	Final Exam presentations
3.0	Values, autonomy, and responsibility			
3.1	Communicate effectively in both written and oral forms	V1	Presentations Group work	Project work
3.2	Work effectively with multi-disciplinary teams.	V2	Discussion	Project
3.3	Evaluate the use information related to the field.	V3	Group work	Presentation Individual Assignments

C. Course Content

No	List of Topics	Contact Hours
1.	Introduction To Chance Management	6
2.	Reason for change	6
3.	Concept of change management	6
4.	change management mode and theory	6
5.	Chin & Benne's "Effective change management in human system "	4
6.	Change process	4
7.	External and Internal influences	4
8.	Change strategies and approaches	3
9.	Cultural change	3
10.	Example for failed change management	3
Total		**45**

D. Students Assessment Activities

No	Assessment Activities *	Assessment timing (in week no)	Percentage of Total Assessment Score
1.	Attendance & Ethics	All semester	5%
2.	Discussion	4nd	5%
3.	Group assignment/ Presentation	5th	5%
4.	Homework	2rd week onwards	5%
5.	Individual Assignments/	7th	10%
6.	Mid-term Exam 1	9th	20%
7.	Quiz` I & II	14th - 15th	10%
8.	Final Exam	16th	40%

*Assessment Activities (i.e., Written test, oral test, oral presentation, group project, essay, etc.).

E. Learning Resources and Facilities

1. References and Learning Resources

Essential References	*Download Passenheim Olaf. change management [PDF] - Sciarium*. (n.d.). Retrieved April 11, 2023, from https://sciarium.com/file/235719/ Smith, R., King, D., Sidhu, R., & Skelsey, D. (2021). In *The effective change manager's Handbook: Essential Guidance to the change management body of knowledge*. essay, KoganPage.
Supportive References	
Electronic Materials	https://sdl.edu.sa/SDLPortal/ar/Publishers.aspx
Other Learning Materials	PPT slides provided to students by the department

2. Required Facilities and equipment

Items	Resources
facilities (Classrooms, laboratories, exhibition rooms, simulation rooms, etc.)	**Classrooms with sufficient seating capacity**
Technology equipment (projector, smart board, software)	**Projectors in classrooms**
Other equipment (depending on the nature of the specialty)	

F. Assessment of Course Quality

Assessment Areas/Issues	Assessor	Assessment Methods
Effectiveness of teaching	Faculty & Students	Class Visits & Student Survey
Effectiveness of Students assessment		
Quality of learning resources	Faculty & Students	Class Visits & Student Survey
The extent to which CLOs have been achieved		
Other		

Assessors (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify)

Assessment Methods (Direct, Indirect)

G. Specification Approval

COUNCIL /COMMITTEE	COUNCIL MEETING
REFERENCE NO.	
DATE	3\06\2024