



Course Specification

(Bachelor)

Course Title: **Change Management**

Course Code: **HRMT 441**

Program: **Bachelor in Business Administration**

Department: **Business and Marketing**

College: **College of Business**

Institution: **Jazan University**

Version: *Course Specification Version Number*

Last Revision Date: *Pick Revision Date.*



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A. General information about the course:

1. Course Identification

1. Credit hours: (3)

2. Course type

A. ☐ University ☐ College ☒ Department ☐ Track Others

B. ☒ Required ☐ Elective

3. Level/year at which this course is offered: (10th level/ 4th year)

4. Course general Description:

This course is meant to develop a deep insight about “Managing Change” among the students. As future executives, they may have to lead variety of organizations; therefore, knowledge about Management of Change will definitely be very much helpful for them.

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

N/A

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

N/A

7. Course Main Objective(s):

- To explain the goals and objectives of change management.
- Understand and explain processes and roles of change management.
- Use different approaches to, and application of, standards, industry best practice frameworks and guidelines, relevant to change management.
- Develop and improve the customer and business focus of change management.

2. Teaching mode (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom	33	100%
2	E-learning		
3	Hybrid		





No	Mode of Instruction	Contact Hours	Percentage
	<ul style="list-style-type: none"> Traditional classroom E-learning 		
4	Distance learning		

3. Contact Hours (based on the academic semester)

No	Activity	Contact Hours
1.	Lectures	33
2.	Laboratory/Studio	
3.	Field	
4.	Tutorial	
5.	Others (specify)	
Total		33

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

Code	Course Learning Outcomes	Code of PLOs aligned with program	Teaching Strategies	Assessment Methods
1.0	Knowledge and understanding			
1.1	Explain the concepts, theories and principles of change	K1	<ul style="list-style-type: none"> Lectures Group discussions Individual and collaborative activities Pair and group discussions 	<ul style="list-style-type: none"> Midterms Final exam Quizzes Class participation Assignments
1.2	Identify the leaders' roles in dealing with change process.	K2	<ul style="list-style-type: none"> Lectures Group discussions Individual and collaborative activities Pair and group discussions 	<ul style="list-style-type: none"> Midterms Final exam Quizzes Class participation Assignments





Code	Course Learning Outcomes	Code of PLOs aligned with program	Teaching Strategies	Assessment Methods
1.3	Explain the organizational changes from the different points of view and describe the tasks related to the management of change.	K3	<ul style="list-style-type: none"> ▪ Lectures ▪ Group discussions ▪ Individual and collaborative activities ▪ Pair and group discussions 	<ul style="list-style-type: none"> ▪ Midterms ▪ Final exam ▪ Quizzes ▪ Class participation ▪ Assignments
2.0	Skills			
2.1	Critically evaluate the development techniques and methodologies of organizational change.	S2	<ul style="list-style-type: none"> ▪ Lectures ▪ Group discussions ▪ Individual and collaborative activities ▪ Pair and group discussions 	<ul style="list-style-type: none"> ▪ Midterms ▪ Final exam ▪ Individual Assignments ▪ Group Assignment
2.2	Analyze obstacles and causes of resistance to change in organizations	S3	<ul style="list-style-type: none"> ▪ Lectures ▪ Group discussions ▪ Individual and collaborative activities ▪ Pair and group discussions 	<ul style="list-style-type: none"> ▪ Midterms ▪ Final exam ▪ Individual Assignment ▪ Group Assignment
2.3	Demonstrate the importance communicating the change strategy with the stakeholders.	S4	<ul style="list-style-type: none"> ▪ Lectures ▪ Group discussions ▪ Individual and collaborative activities ▪ Pair and group discussions 	<ul style="list-style-type: none"> ▪ Midterms ▪ Final exam ▪ Individual Assignment ▪ Group Assignment
3.0	Values, autonomy, and responsibility			
3.1	Evaluate the personal issues which influence the effective implementation of	V1	<ul style="list-style-type: none"> ▪ Individual problem-solving activities 	<ul style="list-style-type: none"> ▪ Class participation ▪ Observation ▪ Individual Assignments





Code	Course Learning Outcomes	Code of PLOs aligned with program	Teaching Strategies	Assessment Methods
	change in organizations.		<ul style="list-style-type: none"> Pair and group discussions and activities 	<ul style="list-style-type: none"> Group Assignment
3.2	Appraise the role of leaders and managers, change agents, and change recipients in various stages of organizational change.	V2	<ul style="list-style-type: none"> Individual problem-solving activities Pair and group discussions and activities 	<ul style="list-style-type: none"> Class participation Observation Individual Assignments Group Assignment
...				

C. Course Content

No	List of Topics	Contact Hours
1.	Introduction to Change Management : Definition of Change Management, Explain Leaders roles	3
2.	Arising Needs to change , Principles & theories of change , Explain in detail about entire "Change Process"	3
3.	Organizational Change and Development : Definition of Organizational Change, History of Organizational Change	3
4.	Drivers of Change Model, Types of Organizational Change Development	3
5.	Techniques of Organizational Change, Methodologies of Organizational Change	3
6.	Revision & Mid Term Exam	3
7.	Managing Organizational and Readiness for Change : Resistance to Change	3
8.	Forces for change, Sources & Culture Change, Readiness for Change , Measurement and Dynamics of change	3
9.	Developing the Vision and Plan for the Change : Developing the vision and roadmap.	3
10.	Internal and External Analysis, Climate for Change	3
11.	Communication Strategy and Empowering	3
Total		33



D. Students Assessment Activities

No	Assessment Activities *	Assessment timing (in week no)	Percentage of Total Assessment Score
1.	Class participation, Assignments	1 - 10th	10%
2.	Quiz 1, 2	9 - 10th	10%
3.	Midterm	Week 5 & 6	30%
4.	Final exam	Week 14& 15	50%

*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	John Hayes. (2016). The Theory and Practice of Change Management. Fourth edition published Palgrave Macmillan.
Supportive References	<p>Courseware: Specific research support resources and documents, selectively posted to complement and build upon materials available in proctor's methodological text. Such documentation will typically be posted regularly.</p> <ol style="list-style-type: none"> 1. Leading Change based on material by John Kotter. Mar. 08, 2014. 2. Leading Change by John P. Kotter.Jul. 10, 2019
Electronic Materials	<p>https://www.slideshare.net/eph-hr/leading-change-by-john-p-kotter</p> <p>https://www.slideshare.net/EricBrownTopLinked/leading-change-32077201</p> <p>https://slideplayer.com/slide/753728/</p> <p>http://www.emeraldinsight.com/insight</p>
Other Learning Materials	

2. Required Facilities and equipment

Items	Resources
facilities (Classrooms, laboratories, exhibition rooms, simulation rooms, etc.)	Classrooms to facilitate student engagement ,collaboration and connection between lecturer and student with:



Items	Resources
	<ul style="list-style-type: none"> Movable tables and chairs conducive to group discussion and group work. Good lighting control.
Technology equipment (projector, smart board, software)	<ul style="list-style-type: none"> Smart classroom equipment including data show. Instructor station with Tablet PC-like technology. Multiple electronic display surfaces (LCD projectors, etc.). Reliable network connectivity. Laptop connection for instructor and student hook ups. Electrical Outlets.
Other equipment (depending on the nature of the specialty)	

F. Assessment of Course Quality

Assessment Areas/Issues	Assessor	Assessment Methods
Effectiveness of teaching	Students	Indirect
Effectiveness of Students assessment	Program Leader, External evaluator	Direct
Quality of learning resources	Instructor, Students	Indirect
The extent to which CLOs have been achieved	Quality Committee	Direct
Other		

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

Assessment Methods (Direct, Indirect)

G. Specification Approval

COUNCIL /COMMITTEE	SCIENTIFIC COMMITTEE OF THE DEPARTMENT OF MANAGEMENT AND MARKETING
REFERENCE NO.	2ND MEETING, ACADEMIC YEAR 2025, SUBJECT NO.3
DATE	12-09-2024

