

01:830:373:02
Organizational and Personnel
Psychology
Fall, 2013
Meets Tues.3:20-4:40 & online
Meets in LSH B269

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(Schedule below subject to change.
Check class sakai site for changes.)

Course Syllabus and Requirements

Required Text:

Riggio, R.E. (2013). *Introduction to Industrial/ Organizational Psychology*.
6th edition. Upper Saddle River, NJ: Pearson Prentice Hall.

Course Grading:

1/2 of your course grade will be determined by your performance on the 3 Quizzes(16.67 points each). The other 1/2 will be earned as a function of your individual and team reports and individual attendance/class participation/performance (50 points).

Attendance/Class Participation:

Because this is a hybrid involvement learning course, lack of participation (including absence) deprives other students (especially those on your team) of your potential contributions. Points toward your final course grade will be awarded for each class period and outside meeting that you attend/participate with your group and for which you are prepared (1/2 the points if you are late or have to leave before the end of class). The remaining portion of your grade will be generated by your active involvement in our sessions and your Team's presentations (especially the ones scheduled for 11/19).

Optional Term Paper:

A typed paper of approximately 5-15 pages will be due in your drop box by **11/11**. The assignment will be to apply course concepts to the interactions of your team. Papers will be graded upon the ability to make **extensive** application of theories and concepts (i.e., to show how course concepts apply) to your group's interactions. Written instructions and guidance for writing the paper and keeping a journal are contained on our sakai site and will be further discussed in class. Keeping a course journal will greatly enhance your writing the paper. **Papers will not be accepted after 11/11.**

Exams:

Because of class size, the quizzes will each consist of approximately 50 multiple choice questions drawn primarily from the textbook and my lectures/our discussions.

Bonus Points:

Bonus points toward the exams will be awarded as a result of your and your Team's activities and will be further described in class. There will be three types of bonus point assignments: Threaded Discussion Questions, Application Assignments, and individual/group opportunities. Threaded Discussion Questions will be posted on sakai following specific lectures. To get full credit for a TD Question you must answer the question posted for the week and reply to the comments of **two other classmates** before the due date. The TDs

(open 9/6) **are required.** The second type of bonus point activity is the Application Assignment. Application Assignments are questions that are meant to help you further apply course material to your group experience. To get full credit you must respond to the questions in paragraph form and directly relate the questions to your group/prior experience. TDs and Application Assignments will be due one week after they are assigned. The third type of bonus point assignment is individual/group opportunities. These will be presented and explained in class.

Note: While it is encouraged to include examples from outside of class for your application assignment, you **MUST** include examples from your class group work.

Additional Note:

Assignments are to be completed prior to coming to the sessions for which they are listed. Feel free to read ahead in the text.

For weekly assignments see our 373 Sec. 2 sakai site.

Week 1 Outline

Sept. 3rd (in class): Review syllabus and sakai, Introduction to I/O Psychology; Activity 2-1 Organizational Dialoguing; Your new team assignment, establishing a Team identity.

During the week: Read Ch. 1 & 2; Complete Application Assignment # 1 and Threaded Discussion # 1 (found under sakai Forum tab).

Week 2 Outline

Sept. 10th: Leadership, Situational Leadership viewed individually, then in class Team exercise

During the week: Read Ch. 12; Complete Application Assignment # 3, Team Scales; and view Online Group Process (Ch. 12) Lecture

Due this week: Journal Entry 1 (Sept. 10th); Threaded Discussion #1 (Sept.12th); Application Assignment 1 (Sept. 10th),

Week 3 Outline

Sept.17th: (In Class) Group/Team Processes

During the week: Application Assignments 2 & 3..

Due this week: Chapter 12 reading, review Group Development, and Journal 2 (9/17)

Week 4 Outline

Sept. 24th (in class) : **Communication: Activity 12-1, Task 2 to be done in class in teams**

During the week: Team online meeting to complete Values Activity and Team Building Exercise: Complete Activity 4-2, Task 1 and Activity 4-4, Task 1 (individually for homework); Then online Teams will complete Activity 4-2, Task 2 and Activity 4-4, Task 2 & 3.

Due this week: Application Assmt 2; & 3; Complete Activity 12-1 Task 1 individually; Complete "50 Questions" Questionnaire Sept. 24th; SIOP Assignment (Sept. 30th); I/O Article (Sept. 30th); Journal # 3 (Sept. 24th).

Week 5 Outline

Oct. 1st: Quiz # 1 (emphasizing chapters 1, 2, 11, 12 and 13)

During the week: Read Ch. 8, Open systems view of organizations, Slade Case, (Complete Act. 10-2, Tasks 1 & 3 individually). Complete Act. 10-3, Task 1 and view Motivation online lecture before Oct. 8th class.

Due this week: Journal # 4 (Oct. 1st) & 5 (Oct. 6th).

Week 6 Outline

Oct. 8th: Motivation. Team meeting; prepare Slade Case (Activ. 10-2) Task 1 and 3 and Activity 10-3, Task 1 (individually) and then in class complete case analysis and motivation theory application as a team.

During the week: Complete 5 Factor Assessment scale (click on: <http://www.personal.psu.edu/j5j/IPIP/ipipneo120.htm>).

Due this week: 5 factor scale (10/13)

Week 7 Outline

Oct. 15th: Job Analysis; Selection; Evaluating Performance

During the week: Threaded Discussion # 3; Job Analysis Bonus Activity (due Oct. 27th).

Due this week: Journal # 6 (Oct. 15th).

• Week 8 Outline

Oct. 22nd: Quiz #2 (Ch. 3, 4, 5, 6, 8 & Slade Case and Open Systems reading emphasized)

During the Week: Watch "A Class Divided", Read Chapters 7, 9 and 10, view recorded lectures online; Read/Submit Karen Leary case; Threaded Discussion # 2 (Due 10/29).

• Week 9 Outline

Oct. 29th: Karen Leary Role Play/ Dan Dunwoody

During the week: Read Chapter 14, View Chapter 14 Online Lecture; .Activity 15-4 Task 1, Preliminary planning for Team Presentation.

Due This Week: Karen Leary 1 page report; Threaded Discussion 4 (Due Nov. 5th)..

Week 10 Outline

Nov. 5th: Activity 15-4 (As a Team), Prepare for Team Presentations.

Due this week: Activity 15-4 Task 1a & b completed individually/submitted before 11/5 Team meeting

Week 11 Outline

Nov. 12th: Team Presentations Day 1: Teams 1 & 2.

Due this week: Required Journal # 8, due 11/12; Power Point slides and Activity 15-4, Task 2 by 11/12; Application Assignment 4 due Nov. 12th..

Week 12 Outline

Nov. 19th: Team Presentations Day 2, (Teams 3 & 4)

Rest of the week; Presentation Debriefing Online Meeting; Review class feedback - Submit **Debriefing Session Team Report** *following* online meeting (due Nov. 27th) and **Team Scales 2** (due by Nov. 27th).

• Week 13 Outline

Dec. 3rd: Organizational structure, Culture, and Development.

During the week: Review for Quiz # 3.

Due prior to this week: Debriefing Session Team Report (due Nov. 27th); and **Team Scales 2** (due by Nov. 27th); **Journal # 9** (Due Nov. 27th); **Threaded Discussion 3** (Due Nov. 27th).

Week 13 Assignments

Chapter 15 for class Dec. 3rd.

• Week 14 Outline

Dec.10th: Quiz # 3 (Chapters 7, 9, 10, 14 & 15 emphasized)