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Organizational and Personnel
Psychology
Fall, 2018

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Course Syllabus and Requirements

Required Text:

Riggio, R.E. (2018). *Introduction to Industrial/Organizational Psychology*.
7th edition. Upper Saddle River, NJ: Pearson Prentice Hall.

Course Grading:

75% of your course grade will be determined by your performance on the 3 Quizzes (25 points each). The other 25% will be earned as a function of your individual and team reports and individual attendance/class participation/performance (25 points).

Attendance/Class Participation:

Because this is an 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 the Team meeting). The remaining portion of your grade will be generated by your active involvement in our sessions and your Team's presentations.

Optional Term Paper:

A typed paper of approximately 5-15 pages will be due in your drop box by **11/13**. 4 points above and beyond the 100% of course will be available for this assignment. 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 11/13.**

Quizzes:

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 (see our sakai site for sample questions).

Bonus Points:

Bonus points toward the quizzes will be awarded as a result of your and your Team's activities and will be further described in class.

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.

<u>Session</u>	<u>Topic</u>	<u>Assignment</u>
T 9/4	Overview of Syllabus, Sakai Site Intro to I/O Psych	----
Th 9/6	Methods of I/O; Roots of I/O; Present and Future of I/O Psych	Ch. 1, 2; Review www.SIOP.org ; Review "Assmt of Journal" & "Devel. Reflective Skills"
T 9/11	Activity 2-1 Org. Dialoguing <u>Team assignment</u>	Ch. 1; Personal Space video; Harpers Magazine article
Th 9/13	Activity 1-2 and Activity 2-3 Group 2-3 Report;	Prepare Act. 1-2, Task 1 ;
T 9/18	Leadership	Ch. 13; Prepare Sit.Leadership In sakai Resources;
Th 9/20	Group/Team Processes	(Online lecture to be viewed before class) ; Read Ch. 12;
T 9/25	Group Process	Read Group Development in Sakai Resources
Th 9/27	Job Analysis; Communication	Ch. 3; Corner Office Reading; Ch. 11
T 10/2	Communication: Act. 12-1	Ch. 11; Prepare Act. 12-1 , Task 1; 50 questions ; Bring notes to class. "Most inappropriate" Review for Quiz # 1
Th 10/4	Quiz #1	Ch.1,2,3,11,12,& 13, Sit.L, Group Dev.,Corner Office,Sun- day(Goog),Most Inap.,Pers. Sp. video (emphasized)
T 10/9	Employee Screening and Selection Indiv. Difs.& Assessment http://www.personal.psu.edu/j5j/IPIP	Ch.4 & 5; Complete 5 Factor Scale (bring to class)
Th 10/11	Selection; Evaluating Perform.	Ch. 6; " Harpers article "
T 10/16	Training & Development	Ch. 7; View " Divided Class " at: http://www.pbs.org/wgbh/pages/frontline/shows/divided/ .
Th 10/18	Activity 4-4	Prepare Act. 4-4, Task 1
T 10/23	Motivation	Ch. 8; Read Open Systems ; (online lecture on sakai to be viewed before 10/23)
Th 10/25	Motiv.; Review for Quiz # 2	

<u>Session</u>	<u>Topic</u>	<u>Assignment</u>
T 10/30	Quiz #2	Ch. 4, 5, 6, 7, & 8, "Class Divided," 5 Factor, Open Sys., Harpers article, (emphasized).
Th 11/1	Positive and Negative Employee Attitudes; Job Satisfaction, Stress (Psych of Technology)	Ch. 9 & 10; Read, watch (online recorded lectures on Sakai to be viewed before next class)
T 11/6	Karen Leary Role Play	Read Karen Leary Case , Prepare Case Notes
Th 11/8	Perception: Team Activity (Dan Dunwoody); Act. 11-1 ; Influence, Power & Politics	Prepare Act. 11-1 , Task 1; Ch. 14; (online lecture to be viewed before class)
T 11/13	Org. Structure, Culture, and Develop.; Review for Quiz # 3	Ch. 15 (online lecture to be viewed before class)
Th 11/15	Quiz #3	Ch. 9, 10, 14, & 15, Leary and Dunwoody Cases, Perception (emphasized)
T 11/20	Activity 15-4 (Team Meeting for Pres.)	Prepare Act.15-4 , Task 1 and Team Presentation Read Tips for Successful Pres.
Th 11/22	Have a Great Thanksgiving!	Yum!
T 11/27	Team Meeting Preparation continued	Rehearse, rehearse, rehearse
Th 11/29	1) Team Presentations Teams 1, 2, & 3	All Teams must submit Act. 15-4 (Team Climate Attribute Scale), Overview, & Overheads/Slides by 11/29
T 12/4	2) Team Presentations Teams 4, 5, 6 & 7	
Th 12/6	Presentation Debriefing And Feedback Session	Conduct Act. 15-4, Task Feedback session and discuss what improvements would have enhanced your Team Presentation?
Tu 12/11	Future of Work, Careers, and the field of I/O Psychology Final Team/Class Meeting. There is no Final Exam.	

