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Organizational and Personnel
Psychology
Spring, 2018

Meets T 1:40-3:00
in Tillet 103B

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

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:

45% of your course grade will be determined by your performance on the 3 Quizzes (15 points each). The other 55% will be earned as a function of your individual and team reports and individual attendance/class participation/performance (55 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 (especially the final one scheduled for 4/12 & 17).

Optional Term Paper:

A typed paper of approximately 5-10 pages will be due via sakai and a hard copy submitted in class by **4/3**. 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 4/3.**

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. There will be three types of bonus point assignments: Application Assignments, extra journals, and individual/group opportunities. The first type of bonus point activity is the Application Assignment. Application Assignments (3) are questions that are meant to help you draw from your experience and 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. Application Assignments and Journals typically 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 Team 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.

Course Schedule

Week 1 Outline

January 16 (in class): Review syllabus and guided tour of our sakai site, Introduction to I/O Psychology.

Due next week: Threaded Discussion #1

Bonus Assignments (Due Feb. 13th):

- SIOP
- I/O Article
- Personal Space Video

Week 1 Attachments:

- [riggio_ppt_ch01.ppt](#)
- [riggio_ppt_ch02.ppt](#)

WEEK 1 ASSIGNMENT:

[Threaded Discussion 1 Opens 1/16 Closes 1/30](#)

Bonus Assignments:

Please refer to **Assignments 2** to do the **SIOP bonus** and **IO Article** assignments.

Week 2 Outline

January 23 (in class): 2-1 Organizational Dialoguing; Your new team assignment, establishing a Team identity.

Due next week:

- Journal Entry 1
- Threaded Discussion 1

Bonus Assignments (Due Feb. 13th):

- SIOP
- I/O Article
- Personal Space Video

Week 2 Attachments:

- [riggio_ppt_ch01.ppt](#)
- [riggio_ppt_ch02.ppt](#)

WEEK 2 ASSIGNMENT:

Please refer to **Assignments 2** and complete **Journal Entry #1**.

Make sure to read the following 3 items BEFORE doing your first journal entry. Also, remember that for all entries after the first journal entry, you will be using all 3 journal sections (*Descriptive*, *Analysis*, and *Reflective*) and at least 6 underlined course concepts/theories in the Analysis section. For the **first** journal entry leave out the Analysis section. For the 1st journal you will answer the 3 questions posed and reflect on your first Team meeting.

*Required [assignment of journal.pdf](#)

[developing the reflective skills.pdf](#)

[tips for writing paper-1](#)

Please refer to **Assignments 2** to do:

- **SIOP bonus**
- **IO Article**
- **Personal Space Video**

Week 3 Outline

Jan. 30th (in class): Leadership, Situational Leadership viewed individually, then in class Team exercise

Due this week:

- **Required** Reading the sakai Resource "Situational Leadership"
- Required Journal # 1
- Threaded Discussion 1

Due next week:

- Read Ch. 12
- View Online Group Process (Ch. 12) Lecture
- Application Assignment 1

Week 3 Attachments

- [riggio_ppt_ch13.ppt](#)
- [situational_leadership.pdf](#)
- [riggio_ppt_ch12.ppt](#)

View Group/Team processes lecture online:

- [Chapter 12 - Group Process.mp4](#)

Week 4 Outline

Feb. 6th (in class): Group/Team Processes

Due this week:

- Read chapter 12 and view Ch. 12 Screencast (Voice over Power Point Lecture)
- Review Group Development
- Journal 2
- Application Assignment #1

Due next week:

- Application Assignments 2
- Journal #3
- Complete Activity 4-2, Task 1 and Activity 4-4, Task 1 (individually for homework)
- SIOP Bonus
- I/O Article Bonus
- Personal Space Video

Week 4 Attachments

- [Group Development](#)

WEEK 4 ASSIGNMENTS:

Please refer to **Assignments 2** and complete:

- **Ap. Asmt 2**
- **Ap. Asmt 3**
- **Journal #3**

Week 5 Outline

Feb. 13th (in class): Communication: Activity 12-1, Task 2 to be done in class in teams

Due this week:

- Application Assmt 2
- Complete Activity 12-1 Task 1 individually
- Complete "50 Questions" Questionnaire
- Journal # 3
- SIOP Assignment (extra credit)
- I/O Article (extra credit)
- Personal Space Video
- Complete Activity 4-2, Task 1 and Activity 4-4, Task 1 (individually for homework)

Due next week:

- Team online meeting during the week to complete Values Activity and Team Building Exercise
- Virtual Teams will complete Activity 4-2, Task 2 and Activity 4-4, Task 2 & 3. Teams must submit these by next Tuesday.
- Journals #4 & #5
- Application Assignment 3

Week 5 Attachments

- [riggio_ppt_ch11.ppt](#)

*Required [activity_12-1.pdf](#)

*Required [50_Questions.pdf](#)

WEEK 5 ASSIGNMENTS:

Please refer to [Assignments 2](#) and complete:

- **Journal #4**
- **Activity 4-2 Individual**
- **Activity 4-2 Individual**
- **Journal #5**
- **Activity 4-2 Team**
- **Activity 4-4 Team**

Bonus

Please refer to [Assignments 2](#) and complete the **SIOP, I/O Article, and Personal Space Video** bonus activities

Week 6 Outline

Feb. 20th In class: Quiz # 1 (emphasizing chapters 1, 2, 11, 12 and 13)

Due this week:

- Journal 4 & 5

Due next 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 done individually
- View Motivation [online](#) lecture before submitting Individual 10-2 & 10-3.

Week 6 Attachments

- [OpenSystemsViewofOrganizations.pdf](#)
- [SladePlatingCase.pdf](#)
- [riggio_ppt_ch08.ppt](#)
- [Chapter 8 - Motivation.mp4](#)

WEEK 6 ASSIGNMENTS:

Please refer to [Assignments 2](#) and complete:

- **Activity 10-2, Tasks 1 and 3 (individually)**
- **Activity 10-3, Task 1 (individually before meeting)**
- **Activity 10-2, Tasks 1 (from our review in class) and 3 (as a team)**
- **Activity 10-3, Task 2 (as a team)**

Bonus Activity

- ["What was Volkswagen thinking"](#)

Week 7 Outline

Feb. 27th In class: Motivation.

Due this week:

- 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.

Due next week:

- Complete 5 Factor Assessment scale (click on: <http://www.personal.psu.edu/j5j/IPIP/ipipneo120.htm>).
- Journal #6

Week 7 Attachments

- [OpenSystemsViewofOrganizations.pdf](#)
- [SladePlatingCase.pdf](#)
- [riggio_ppt_ch08.ppt](#)

View Motivation lecture online:

- [Chapter 8 - Motivation.mp4](#)

WEEK 7 ASSIGNMENTS:

Please refer to [Assignments 2](#) and complete:

- **Activity 10-2, Tasks 1 and 3 (individually)**
- **Activity 10-3, Task 1 (individually before meeting)**
- **Activity 10-2, Tasks 1 (from our review in class) and 3 (as a team)**
- **Activity 10-3, Task 2 (as a team)**
- **Journal #6**

[riggio_ppt_ch03.ppt](#)

[riggio_ppt_ch04-5.ppt](#)

Complete 5 Factor Assessment scale (submit using Five Factor Results assignment below):

Go to <http://www.personal.psu.edu/j5j/IPIP/ipipneo120.htm>

Please refer to [Assignments 2](#) to complete [Five Factor Results](#).

Week 8 Outline

In class (March 6th): Job Analysis; Selection; Evaluating Performance

Due this week:

- Journal # 6
- Selection at Google
- *Harper's* Article on Monitoring

Due "next" week (March 20th):

- Threaded Discussion # 2
- Job Analysis Bonus Activity
- Personal Space Video

Week 8 Attachments

- [riggio_ppt_ch06.ppt](#)

WEEK 8 ASSIGNMENTS:

- Please refer to [Assignments 2](#) and complete the [Selection at Google: 2 Articles](#) assignment.

Bonus Activities:

Please refer to [Assignments 2](#) to complete:

- **Personal Space Video**
- **Job Analysis Bonus**
- **Harper's Magazine Article on the Human Costs of Monitoring in the Workplace**

Week 9 Outline

March 20th In class: Quiz #2 (Ch. 3, 4, 5, 6, 8 & Slade Case and Open Systems, Selection at Google, and *Harper's* Monitoring article readings emphasized)

Due next week:

- Watch "A Class Divided"
- Read Chapters 7, 9 and 10, [view recorded](#) lectures online;
- Read/Submit Karen Leary case
- Threaded Discussion # 2

Week 9 Attachments

- [riggio_ppt_ch07.ppt](#)
- [riggio_ppt_ch09.ppt](#)
- [riggio_ppt_ch10.ppt](#)

Threaded Discussion 2

This item was copied from another site. It won't work until you do "Edit" and "Change Forum or Topic" to pick a forum topic that is valid in this site.

View recorded lectures online:

- [Chapter 9 - Job Satisfaction.mp4](#)
- [Chapter 10 - Worker Stress.mp4](#)
- [Office of Instru](#)

Week 10 Outline

In class (March 27th): Karen Leary Role Play/ Dan Dunwoody (Activity 11-1)

Due This Week:

- Karen Leary 1-2 page report submit through sakai
- Read Dan Dunwoody case (Activity 11-1) and bring your notes to class
- Threaded Discussion 2

Due next week:

- Read Chapter 14
- View Chapter 14 Online Lecture
- Activity 15-4 Task 1
- Preliminary planning for Team Presentation.
- Journal #7
- Optional Paper (Due 4/3)

Week 10 Assignments

- [karenleary.pdf](#)
- [activity_11-1.pdf](#)

WEEK 10 ASSIGNMENT:

Please refer to **Assignments 2** and complete the **Dan Dunwoodie Individual Response** assignment.

- [riggio_ppt_ch14.ppt](#)
- [Chapter 14 - Influence Power Politics.mp4](#)

WEEK 10 ASSIGNMENT:

Please refer to **Assignments 2** and complete **Journal #7**.

Bonus Activity:

Please refer to **Assignments 2** to complete:

- **Optional Paper**
- **Harper's Magazine Article on the Human Costs of Monitoring in the Workplace**

Week 11 Outline

In class: April 3rd Activity 15-4 (As a Team), Prepare for Team Presentations.

Due this week:

- Activity 15-4 Task 1a & b completed individually/submitted before 4/3 Team meeting; Teams should begin this process before 4/3 and continue after 4/3 (make time for rehearsal).
- Journal #7
- Optional Paper

Due next week:

- Required Journal # 8
- Application Assignment 3
- Team Act. 15-4, Task 2
- Team Pres. Outline and Slides

Week 11 Attachments

- [activity_15-4.pdf](#)

WEEK 11 ASSIGNMENTS:

Please refer to **Assignments 2** and complete:

- **Journal #8**
- **Ap. Asmt 3**
- **Presentation**
- [Tips for a Successful Team Presentation.docx](#)

Week 12 Outline

April 10th In class: Team Presentations Day 1: Teams 1 & 2.

Due this week:

- **Required** Journal # 8
- Presentation Outline, Power Point slides and Activity 15-4, Task 2 for all 4 Teams
- Application Assignment 3

Due next week:

- Ch. 15, View Online Lecture

Week 12 Attachments

- [Journal #8](#) *Not published; not visible to students*

WEEK 12 ASSIGNMENT:

Please refer to **Assignments 2** and complete **Journal #8**.

- [Journal #8](#) *Not published; not visible to students*

WEEK 12 ASSIGNMENT:

Please refer to **Assignments 2** and complete **Journal #8**.

Week 13 Outline

In class (April 17th): Team Presentations Day 2, (Teams 3 & 4); Begin Activity 15-4, Task 2 Feedback session

Due this week:

- Read Ch. 15
- View Online Lecture
- Guest Lecture Bonus

Due next week:

- Presentation Debriefing Continued in class/Online Meeting: Review class and Instructor feedback, discuss what improvements would have enhanced your Presentation, and conduct Act. 15-4, Task 2 Feedback session, providing feedback to each Team member about his/her strengths/areas where s/he could be stronger in Team Interactions.
- Submit **Debriefing Session Team Report** *following* online meeting
- Journal #9

Week 13 Attachments

WEEK 13 ASSIGNMENTS:

Please refer to **Assignments 2** and complete:

- **Journal #9**
- **Debriefing Session Team Report**
- **View recorded lecture online:**
[Chapter 15 - Organizational Structure.mp4](#)

Bonus Activities:

- Please refer to **Assignments 2** to complete:
- **Hybrid course assessment Bonus (3 bonus points) Activity**
A Class Divided

Week 14 Outline

In class (April 24th): Quiz # 3 (Chapters 7, 9, 10, 14 & 15, and "A Class Divided," and What was Volkswagen thinking article emphasized)

Due this week:

- Journal #9
- Team Debriefing Report
- Hybrid Course Assessment Bonus
- "A Class Divided"
- What was Volkswagen thinking