

830:373:01
Organizational and Personnel
Psychology
Spring, 2019

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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:

66% of your course grade will be determined by your performance on the 3 Quizzes (22 points each). The other 34% will be earned as a function of your individual and team reports and individual attendance/class participation/performance (34 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 discussions and your Team's presentations.

Optional Term Paper:

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

Quizzes:

Because of class size, the 3 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 1/22	Overview of Syllabus, Sakai Site Intro to I/O Psych	----
Th 1/24	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 1/29	Activity 2-1 <i>Org. Dialoguing</i> <u>Team assignment</u>	Ch. 1; Personal Space video ; Review <i>syllabus</i>
Th 1/31	Activity 1-2 and Activity 2-3 Group 2-3 Report;	Prepare Act. 1-2, Task 1 ;
T 2/5	Leadership	Ch. 13; Prepare Sit.Leadership (In sakai Resources);
Th 2/7	Group Process NO CLASS MEETING	(<u>Online</u> lecture (screencast) to be viewed In <u>place of class</u>); Read Ch. 12;
T 2/12	Group Process	Read Group Development in Sakai Resources
Th 2/14	Job Analysis; Communication	Ch. 3; Corner Office Reading; Ch. 11
T 2/19	Communication: Act. 12-1	Ch. 11; Prepare Act. 12-1 , Task 1; 50 questions ; Bring notes to class. "Most inappropriate;" Job with Google; Review for Quiz # 1
Th 2/21	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 2/26	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 2/28	Selection; Evaluating Perform.	Ch. 6; " Harpers article "
T 3/5	Training & Development	Ch. 7; View " Divided Class " at: http://www.pbs.org/wgbh/pages/frontline/shows/divided/ .
Th 3/7	Activity 4-4	Prepare Act. 4-4, Task 1
T 3/12	Motivation	Ch. 8; Read Open Systems ; (<u>online</u> lecture on sakai to be viewed before 3/12)
Th 3/14	Outside Team meeting to Prepare for Quiz 2	Review for Quiz # 2; Individually Prepare Study Worksheet Prior to meeting

<u>Session</u>	<u>Topic</u>	<u>Assignment</u>
T 3/26	Quiz #2	Ch. 4, 5, 6, 7, & 8, "Class Divided," 5 Factor, Open Sys., Harpers article, (emphasized).
Th 3/28	Positive and Negative Employee Attitudes; Job Satisfaction, Stress (Psych of Technology)	Ch. 9 & 10; Read, also watch (online) recorded lectures on Sakai to be viewed before this class)
T 4/2	Karen Leary Role Play	Read Karen Leary Case , Prepare Case Notes
Th 4/4	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); <u>Optional Paper Due</u>
T 4/9	Org. Structure, Culture, and Develop.; Review for Quiz # 3	Ch. 15 (online lecture to be viewed before class)
Th 4/11	Quiz #3	Ch. 9, 10, 14, & 15, Leary and Dunwoodie Cases, Perception (emphasized)
T 4/16	Activity 15-4 (Team Meeting for Pres.)	Prepare Act.15-4 , Task 1 and Team Presentation Read Tips for Successful Pres.
Th 4/18	Team Meeting Preparation continued	Rehearse, rehearse, rehearse
T 4/23	1) Team Presentations Teams 1, 2, & 3	All Teams must submit Act. 15-4 (Team Climate Attribute Scale), Overview, & Overheads/Slides by 4/23
Th 4/25	2) Team Presentations Teams 4, 5, 6 & 7	
T 4/30	Presentation Debriefing And Feedback Session	Conduct Act. 15-4, Task Feedback session and discuss what improve- ments would have enhanced your Team Presentation? 1 Page Report on each Due in Dropbox 5/2
Th 5/2	Future of Work, Careers, and the field of I/O Psychology Final Class Meeting. There is <u>no</u> Final Exam.	