

PSY 3340, Industrial and Organizational Psychology Winter 2018

Instructor: Rima Tarraf, PhD
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Office Hours: Email or by Appointment

Course Section #: 14823
Class Time: MW 5:30 – 7:17 PM
Classroom: South Foundation Hall 272

Course Description	<p>This course introduces students to the field of industrial and organizational (I/O) psychology and its contributions to enhanced organizational effectiveness and the quality of work life. I/O psychology offers an evidence-based approach to hiring, training, performance management, and leadership, and provides insight into the motivation and behavior of individuals and teams.</p> <p>Course Prerequisite: PSY 250 with a grade of 2.0 or higher</p> <p>Required Text(s): Landy, F. J., & Conte, J. M. (2016). <i>Work in the 21st century: An introduction to industrial and organizational psychology</i> (5th ed.). Malden, MA: Blackwell Publishing. ISBN: 978-1-119-23623-8</p>
Outcomes and Learning Objective	<p>Industrial/organizational (I/O) psychology can be broadly thought of as the application of psychology to the workplace, and the study of human behaviour in organizational settings. This course provides an introduction to the theories, methods, findings, and applications of I/O psychology. The goal of this course is to provide students with an overview of the main topics and issues relevant to the study of I/O psychology. Relevant research will be emphasized, however, practical and applied concerns will also be considered.</p> <p>Upon successful completion of this course, students should be able to:</p> <ul style="list-style-type: none"> • Identify major concepts, theories, and topics in I/O psychology • Recognize methodological and theoretical issues important to the study of I/O psychology • Think critically about a range of issues pertinent to I/O psychology • Discuss and write about concepts and theories in I/O psychology • Apply concepts and theories in I/O psychology to real workplace problems <p>These objectives will be accomplished through lectures, textbook and supplemental readings, discussions, case studies, and additional class exercises that will supplement the lecture and textbook material. In general, each class will be devoted to a discussion of the substantive material assigned for that topic, and will be supported by in- and out-of-class exercises.</p>

Special Considerations: A student with a documented learning or physical disability must contact the **Office of Disability Support Services**, 103A North Foundation Hall, (248) 370-3266, and inform the professor of special needs during first week of classes. For more information, visit <http://www.oakland.edu/dss>.

Policy on Academic Misconduct: The University's regulations that relate to academic misconduct will be fully enforced. Any student suspected of cheating and/or plagiarism will be reported to the Dean of Students and, thereafter, to the Academic Conduct Committee for adjudication. Anyone found guilty of academic misconduct in this course may receive a course grade of 0.0, in addition to any penalty assigned by the Academic Conduct Committee. Students found guilty of academic misconduct by the Academic Conduct Committee may face suspension or permanent dismissal. The full policy on academic misconduct can be found in the General Information section of the Undergraduate Catalog.

Departmental Policy for Resolution of Student Academic-Related Concerns: The student has an obligation to attempt to resolve all academic-related concerns with the instructor. If a suitable solution cannot be reached, then the student should consult the Department of Psychology Procedure for the Resolution of Student Academic-Related Concerns at <https://www.oakland.edu/Assets/Oakland/psychology/files-and-documents/Undergrad-Advising/Resolution%20of%20Student%20Concerns-04-2017-approved%20full%20doc.pdf>.

Excused Absence Policy: University excused absences applies to participation as an athlete, manager or student trainer in NCAA intercollegiate competitions, or participation as a representative of Oakland University at academic events and artistic performances approved by the Provost or designee. For the OU excused absence policy, see <http://wwwp.oakland.edu/provost/policies-and-procedures/>.

Faculty Feedback: As a student in this class, you may receive "Faculty Feedback" in your OU e-mail if your professor identifies areas of concern that may impede your success in the class. Faculty Feedback typically occurs during weeks 2-5 of the Fall and Winter terms, but may also be given later in the semester and more than once a semester. A "Faculty Feedback" e-mail will specify the area(s) of concern and recommend action(s) you should take. Please remember to check your OU email account regularly as that is where it will appear.

Audio Recording Policy: Students who wish to audio-record lectures may request permission to do so. These recordings may only be used for the purpose of personal study. Students may not share these recordings with other individuals without the consent of the professor. At the conclusion of the semester, students may request permission to keep these recordings if needed, otherwise it is expected that all audio-recordings will be deleted from all electronic recording and storage devices.

Veteran Support Services: The office of Veteran Support Services (VSS) is responsible for giving support services to more than 300 veterans, service members, and dependents of veterans. VSS is staffed with personnel who are veterans and current or former students. Any student veteran or dependent of a veteran requiring assistance with navigating the Veterans Administration, understanding service-related benefits, or requires referrals to campus and community resources should contact one of the Veterans Liaisons by visiting 116 North Foundation Hall, phoning 248-370-2010, or visiting <http://wwwp.oakland.edu/veterans/>.

Add/Drops & Incompletes: The University add/drop and incomplete grade policies will be explicitly followed. It is the student's responsibility to be aware of the University deadline dates for dropping the course.

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Course Evaluation: Your final grade in this course will be based on two exams, two written assignments, and participation in four online discussion groups. The percentage points for the exams and exercises are as follows:

Online Discussions (3 at 3.33% each)	10%
Class reflections	5%
News Analysis	10%
Research Proposal	15%
Presentations (2 at 5%)	10%
Exams (3 at 10% or 20%)	50%
Total:	100%

Exams: Students must complete three exams. Your lowest scoring exam will be worth 10% and the other two are worth 20%. Exams will be 1.5 hours in length and will consist of multiple-choice and short answer questions. These questions are designed to assess students' knowledge of I/O research and theory as well as their problem-solving ability in the assessment of real-world business issues. Exams will not be cumulative. See the class schedule and the list of topics and readings covered on each exam.

Make-up Examinations: Make-up exams will only be given if arrangements are made prior to the exam or at the instructor's discretion. If I am not notified prior to a missed exam, I will require the proper documentation before granting a make-up exam.

Assignments: Two assignments are given to increase your understanding of the substantive material and provide deeper conceptual learning. These assignments were chosen to extend your knowledge beyond merely content knowledge.

- **News/Film Analysis:** Throughout the semester, I want you to find one news clipping that illustrates a psychological concept that is particularly applicable to our I/O psychology course. For this assignment, find one RECENT newspaper or magazine clipping and write an explanation of it using course material. You can use articles, editorials, advertisements, advice columns, photographs, and/or cartoons. Try to find an item that corresponds to an assigned chapter. Your accompanying explanation can range from one to three pages (as long as you make your point clear!). This assignment is worth 10% of your grade and is due at any point in the semester. You will also be required to briefly talk about your chosen article to the class. A file labeled 'News Analysis – Assignment 1' will be available on Moodle. It will provide a full description of the assignment, its purpose and the scoring rubric.
- **Research Proposal:** Be prepared to do some strong academic research for this paper, worth 20% of your grade. The paper will be 4-6 pages of text long, double-spaced, in addition to a cover page, abstract page, and reference page(s), and will be written in APA format. Detailed instructions for the papers will be found on Moodle. This paper is due on April 2nd, 2018 up until 11:59. You will upload your assignment to Moodle. Papers that are submitted late will lose 2% for every day that they are late (note: any paper I receive after April 9th will receive 0%). This paper should reference several research articles and NOT only websites or your textbook, and should involve in-depth critical thinking and analysis. You will sign up to give a brief presentation on your research proposal during the last week of class. A file labeled 'Research Proposal – Assignment 2' will be available on Moodle. It will provide a full description of the assignment, its purpose and the scoring rubric.

Grading Criteria, continued	<p>Online Discussions: You will participate in three online group discussions. On these days, we will not meet in person. These online discussions are intended to encourage critical thinking, especially thinking that goes beyond what you have read in the text and notes. Receiving a good mark will require creative, insightful posts (plural!) that show accurate knowledge of the course material, elaborating on information posted earlier in the discussion, and fostering a meaningful dialogue with classmates. Students will need to post an initial comment (i.e., start a thread), and will also need to respond, in detail, to at least two of the threads started by other group members. Further details will be discussed in class, and a marking rubric will be posted to Moodle.</p> <p>Class reflections: Students will be responsible for submitting a statement, letter, or question at the end of each class (handed in in-person). These reflections should describe one or two of the most useful, informative, or interesting things discussed during class. Reflections can also describe aspects of the day’s lecture that need greater clarification.</p> <p>Reflection activities must be submitted at the end of class. The last few minutes of class time will be dedicated towards giving students time to prepare a reflection submission. Submission of a reflection activity after class will not be permitted.</p>					
Grade Breakdown	Percentage grade	GPA	Percentage grade	GPA	Percentage grade	GPA
	95-100	4.0	79	2.9	63	1.3
	94	3.9	78	2.8	62	1.2
	93	3.8	77	2.7	61	1.1
	92	3.7	76	2.6	60	1.0
	91	3.7	75	2.5	59 and below	0.0
	90	3.6	74	2.4		
	89	3.5	73	2.3		
	88	3.5	72	2.2		
	87	3.4	71	2.1		
	86	3.4	70	2.0		
	85	3.3	69	1.9		
	84	3.3	68	1.8		
	83	3.2	67	1.7		
	82	3.2	66	1.6		
	81	3.1	65	1.5		
	80	3.0	64	1.4		

Class Schedule and Outline

<i>Week</i>	<i>Day</i>	<i>Topic</i>	
1	Jan. 3	Introductions / Syllabus Review	
2	Jan. 8	What is I/O?	Ch. 1
2	Jan. 10	Methods and Statistics I/O Psychology	Ch. 2
3	Jan. 15	Martin Luther King, Jr Day – No class	
<u>THE I SIDE OF I/O PSYCHOLOGY</u>			
3	Jan. 17	Individual Differences	Ch. 3
		Knowledge, Skills, Abilities, and Personality	
4	Jan. 22	Individual Differences	Ch. 3
4	Jan. 24	Job Analysis	Ch. 4
5	Jan. 29	Online Group Discussion #1	
5	Jan. 31	Job Analysis	Ch. 4
6	Feb. 5	Performance Management	Ch. 5
6	Feb. 7	EXAM #1 – Chapters 1-5	
7	Feb. 12	Selection and Decision Making	Ch. 6
7	Feb. 14	Training and Development	Ch. 7
8	Feb. 19	Reading Week – No class	
8	Feb. 21	Reading Week – No class	
<u>THE O SIDE OF I/O PSYCHOLOGY</u>			
9	Feb. 26	Groups and Teams	Ch. 13
9	Feb. 28	Online Discussion #2	
10	Mar. 5	Job Attitudes	Ch. 9
10	Mar. 7	EXAM #2 – Chapters 6, 7, 9, 13	
11	Mar. 12	Motivation	Ch. 8
11	Mar. 14	Leadership	Ch. 12
12	Mar. 19	Justice	Ch. 11
12	Mar. 21	Online Discussion #3	
13	Mar. 26	Stress and Well-Being	Ch. 10
13	Mar. 28	Stress and Well-Being	Ch. 10
14	Apr. 2	Student Presentations	
Research Proposal Due at 11:59 PM on Moodle			
14	Apr. 4	Student Presentations	
15	Apr. 9	Student Presentations	
15	Apr. 11	Student Presentations	
15	Apr. 16	Careers in I/O Psychology; Class wrap-up	

EXAM #3 – Chapters 8, 10, 11, 12

Scheduled during Final Exam Period (Wednesday, April 25th 7-10 PM)

Student Support Services

- Important dates - <https://www.oakland.edu/registrar/important-dates/>
- Writing Center - <http://www.oakland.edu/ouwc/>
- Tutoring Center - <https://www.oakland.edu/tutoring/>
- Disability Support Services - <https://www.oakland.edu/dss/>
- Dean of Students - <https://www.oakland.edu/deanofstudents/>
- Student/Academic Advising - <https://www.oakland.edu/advising/>
- Graham Health and Counseling Center - <https://www.oakland.edu/ghc/>
- Campus Police - <https://oupolice.com/>