

## INDUSTRIAL/ORGANIZATIONAL (I/O) PSYCHOLOGY PSY 350, SPRING 2010 MW 1-1:50 in 2130 Science

**Professor:** Dr. Mary Inman    **Office:** 1162 Science    **Phone:** 395-7148 (home 394-0529 before 10pm)  
**Email:** [inman@hope.edu](mailto:inman@hope.edu)    **Office Hours:** MWF 10:30-11 in 2128, TR 9-11 & by appt

### Required Materials:

1. Industrial/Organizational Psychology (6th Ed) by Aamodt. BRING IT TO CLASS DAILY.
2. Coupon for Handouts, Readings, & Worksheets Prof Inman gives you
3. Readings, sample exams, review guides & assignments posted on our Moodle class website
4. Study Advice: go to <http://www.thomsonedu.com/psychology/aamodt> Take tutorial quizzes (see p. 32 of your text)

### Course Description:

*Do you like to solve work-related problems? How do we decide which applicant to hire? How do we motivate employees? How do we make cars, factories, or work settings that are safe for employees?*

I/O Psychologists apply psychological concepts to work. This course is a survey course of the research, theory, and research applications of industrial/organizational psychology. The course is diverse in topic and designed to give you a taste of the three kinds of IO psychology. The course is divided into three parts: **Industrial Psychology** (which involves employee selection, training, and evaluation), **Organizational Psychology** (studies communication, power, teams, and group behavior at work), and **Human Factors** (designing an efficient workplace). You will experience the skills and topics related to each of these three types of I/O psychology. Though we will cover these three broad themes, we'll **discuss** specific topics (e.g., Affirmative Action) in a seminar-type format. You will do hands-on IO activities in and out of class. The goal here is to help you reflect on your own values and how they inform your decisions. Also know Psychology I/O internships exist for students who have taken this course. If you are interested in these, go to <http://faculty.hope.edu/psych/psy496/index.htm> and view the IO internships at the bottom of the list. If you are interested in graduate school information, see me & the text's website at to <http://www.thomsonedu.com/psychology/aamodt> where you'll see a list of IO graduate schools.

### Course Goals:

All of the course components (class discussions, lectures, exams, assignments, in-class activities) are designed to meet one or more of the following objectives. During the semester, the student will

1. identify and understand functions performed by I/O psychologists
2. become familiar with and critically evaluate personnel selection, training, and appraisal techniques
3. discuss legal and ethical issues related to personnel selection
4. learn the relevant psychological theories associated with work motivation, job satisfaction, and leadership
5. do I/O work (i.e., apply I/O principles and theories to new situations)
6. refine their oral, written, and library skills by class presentations, group work, and a literature review
7. learn about his/her own values and how they inform our decisions and behaviors

AMERICANS WITH DISABILITIES ACT: I would like to privately meet any student whose disability falls within ADA guidelines. Please see & tell me at the beginning of the semester of any special accommodations or equipment needs necessary to complete the requirements for this course. Students must register documentation with the Office of Disability Services and/or Academic Support Center. If you have questions, call Student Development at x7800.

### Class Preparation:

Read the material **BEFORE** coming to class. Quiz questions are based on the day's reading or the material presented in the last class period. Be sure to see **Study Guide** (on my web site) **BEFORE** reading, as I have cut out several pages within each chapter. The Study Guide also contains study questions. I intend to save some class time for a review session, prior to each exam. Sample exams will be posted on my website. **Be sure to frequently check my web site for materials and announcements.**

### Student Assessment: *How will I evaluate your work?*

- a) Exams:** Five noncumulative exams will be given. The exams will consist of roughly 30% essay and 70% multiple choice. These exams reflect 60% of your final grade. In fairness to all students, make-up exams are **strongly discouraged**. You must notify me **BEFORE** the exam if you cannot take it. Make-up exams will only be allowed in the case of significant illness, personal emergency, or college-approved absence. **NOTE:** Hand deliver your graded test to me. If you take it **OUT** of the classroom, you'll lose 20% of your test's earned points.

**b)I/O Activities:** (Projects require you to think and work as an I/O psychologist)--25% of your grade

**1. Worksheets/labs:** (50pts). Five 10-point worksheets will be distributed to help you apply the material to a new example. Some worksheets are completed in class (no make-ups) and some are take-home exercises. The activities in the worksheets are common activities that I/O psychologists do (e.g., job analysis).

**c. Literature Review/Class Presentation:** The goal is to expose you to the types of studies I/O psychologists conduct. You'll select one study, summarize it (on paper and orally to a few classmates), and evaluate it. (20pts).

**d.Applied Presentation.**Here's your chance to apply what you have learned. You will present a problem, do a literature review, and offer a solution (using psychological principles)-40. Then present it to the class (10pts). Details coming

**e) Class Attendance and Participation (30 pts): This is an interactive class.** We will do several in-class activities. I invite you to challenge assumptions, compare and contrast theories, and think of the implications of the given suggestion for society and for you personally. **Please pose questions about the material.** You'll discover that in some cases, your personal values and personality traits inform your decisions. I ask that you respectfully listen to other's viewpoints. You do not have to agree with them, but respectfully listen to what they have to say. A recent convocation speaker said, "The best thing professors can do is to engage their students in the most morally laden topics (like Affirmative Action, ethics in research, etc.)." I'll do my best to create a relaxed, inviting environment to engage in such issues. I need your cooperation to engage in such issues. By engaging in these issues, we will be facing the same issues that I/O psychologists face everyday.

Finally, class attendance is expected and will be monitored. You won't be penalized for one absence. If you attend regularly and are quiet in class, your attendance and participation grade will be a B, 85%.

**In return, I will**

- be accessible for help (in and out of class).
- give you feedback as promptly as I can (see your current grades on my web site)
- present you with the most current concepts and topics in the field
- present the material in diverse ways to accommodate the various learning styles
- respectfully answer your questions to the best of my ability.

Plagiarism and Academic Misconduct & Late Work

I fully support the Hope College Code for Academic Integrity (see the College Catalog). You are expected to follow the college rules on all academic work. Any cheating or plagiarism will be reported in accordance with official college procedures. Plagiarism is described on pages 494-497 of *The New St. Martin's Handbook*. If you hand things in late, it will be penalized 33% for each calendar day and penalized if answers were covered in class on the due date.

**Grading Summary:**

Topic	Due Date	Points Available	My Points/ Percentage / Grade
5 Worksheets	Varies	50	
Literature Review/Presentation		20	
Applied Paper	April 26 or 28	40	
Applied Presentation	April 26 or 28	10	
Exam 1 (covers Unit 1)	Jan 27	40	
Exam 2 (covers Unit 2)	Feb 12	40	
Exam 3 (covers Unit 3)	Feb 26	50	
Exam 4 (covers Unit 4)	March 17	60	
Exam 5 (covers Unit 5)		60	
Class Attendance & Participation		30	
<b>TOTAL POINTS</b>		<b>400</b>	

**Course Grade:** To determine your standing *at any time in the semester*, divide the points you have by the total points. Then find your percentage and grade on the chart below. Current grades are posted on my web site. Final grades are assigned according to the following chart. Points are the MINIMUM needed for that letter grade. I destroy tests Sept 30.

Points	Percent	Grade	Points	Percent	Grade	Points	Percent	Grade
376	94	A	312	78	C+	240	60	D-
360	90	A-	292	73	C	<239		F
352	88	B+	280	70	C-			
332	83	B	272	68	D+			
320	80	B-	252	63	D			

Day	Topic	Reading for the day /Assignment Due
W Jan 13	Intro to I/O Psychology/Research Methods	For the Student Section p.xiii, Ch.1
F Jan 15	Research Methods	Ch.1 <b>Bring your text daily</b>
	(Answer Prof Inman's study questions as you go)	See chapter self-tests on Thomson website
	<b>Unit 1: Personnel Psychology</b>	
M Jan 18	Job Analysis	Ch. 2
W Jan 20	Job Analysis	Ch. 2
F Jan 22	Legal Issues	Ch. 3 <b>Job Analysis Wksht due</b>
M Jan 25	Legal Issues/Review	Ch.3, Dovidio article
W Jan 27	<b>Exam 1</b>	
F Jan 29	<b>NO CLASS: SPSP/Read Selection Methods</b>	Ch. 4, Muchinsky pages
M Feb 1	Criteria, Selection Methods	Muchinsky pages, Aamodt Ch 4
W Feb 3	Selection Tests	Ch. 5,
Fri Feb 5	Reliabilities & Validities	Ch. 6 <b>In-class Worksheet</b>
M Feb 8	Valid & Useful Selection Tests	Ch. 6
W Feb 10	Fair Selection tests	<b>Steele Article</b>
F Feb 12	<b>Exam 2</b>	
M Feb 15	<b>NO CLASS, WINTER BREAK</b>	
W Feb 17	Evaluating Employees	Ch. 7 (first half)
F Feb 19	Evaluating Employees	Ch. 7 (second half)
M Feb 22	Research Methods/Training	Ch.8, Training handout
W Feb 24	Training/Review	Ch. 8
F Feb 26	<b>Exam 3</b>	
M March 1	<b>Unit 2: Org Psych I</b> Theories of Work Motivation	Ch.9
W Mar 3	Work Motivation	Ch.9
F Mar 5	Work Motivation	Ch. 9
M Mar 8	Employee Satisfaction	Ch. 10, Herman (meaningful work) article
W Mar 10	Leadership	<b>Motiv/Satisf Wksht, Ch.12</b>
F Mar 12	Leadership	Ch12, Goleman's Emotional Intelligence Article
M Mar 15	Leadership/Review	Managing to be ethical article
W Mar17	<b>Exam 4</b>	<b>Exam 4</b>
Fri	<b>March 19-28 Spring Break</b>	
M Mar 29	<b>Org Psychology II: Dynamics of Interaction</b> Power	Power handout
W Mar31	Power/Cooperation vs. Competition	Ch. 13 (first half)
Fri April	<b>NO CLASS: Good Friday</b>	
M April 5	Groups/Teams	Ch. 13 (second half), <b>Show your research article</b>
W April 7	Teams, Communication/Trust/Lies	pp. 413-429, Lying article
F April 9	Communication/Trust/Lies Cont.	<b>Groups Worksheet due</b>
M April 12	<b>Literature Presentations</b>	<b>Lit Search Papers due, search final paper topic</b>
W April 14	Organization development	Ch. 14 Final project approved
F April 16	<b>Human Factors: Ergonomics &amp; Stress</b>	Ch. 15 (first half)
M April 19	Ergonomics	Ch. 15 (second half)
W April 21	Ergonomics/Applied Presentation Q and A	Ch.15
F April 23	<b>Guest speaker</b>	<b>Erg Wksht due. Show 2arts for Applied Paper</b>
M April 26	Applied Presentations I	<b>Paper due the day of your presentation</b>
W April 28	Applied Presentations II/Course Evaluations/Review	<b>Paper due the day of your presentation</b>
F April 30	MPA/NO Inman: Come to review concepts	<b>FINAL EXAM TUESDAY 3-5pm</b>

