

**PSYCHOLOGY 320**  
**INTRODUCTION TO INDUSTRIAL/ORGANIZATIONAL PSYCHOLOGY**  
**TR 11:00 – 12:15 – FH 0111**

**Professor**

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Off Hrs: T/R: 9:30 – 10:45; W:11:00 – 12:00 oba

**REQUIRED TEXT**

Levy, P. E. (2010). Industrial/Organizational Psychology: Understanding the Workplace, 3<sup>rd</sup> Ed.  
New York: Worth Publishers.

**COURSE OBJECTIVES**

To give students a thorough understanding of the topics Industrial/Organizational psychologists study, the research methods they employ, and the real-world applications that follow.

**COURSE EVALUATION**

Your final grade will be based on a total possible of 425 points. Three hundred points will come from exams (2/3 of your grade), and 100 points will come from the project/paper, 15 points will come from a research article review, and 10 points will be from two five-point assignments offered throughout the semester. The following grading scale will be used to assign letter grades:

A	90 – 100%	403 – 450 points	B	80 – 89%	358 – 402
C	70 – 79%	313 – 357	D	60 – 69%	268 – 312
F	below 60%	fewer than 268 points			

**Exams**

There will be four exams in this class; I will drop the lowest score. Each exam will cover 3 – 4 chapters of information. The exams are worth 100 points each. The format of the exams will be a mixture of multiple choice, short answer, and essay. If an exam is missed, you will receive a grade of zero *unless* you notify me in advance *and* you have documentation of a university approved absence (illness, accident, death, etc.). You will then be allowed to make up the exam. The following is a schedule of exam dates and the chapters they will cover:

<b>Exam</b>	<b>Chapters</b>	<b>Date</b>	<b>Exam</b>	<b>Chapters</b>	<b>Date</b>
1	1 – 4	2/2	3	9, 10, 13	4/10
2	5 – 8	3/15	4	11, 12, 14	5/2

**Project**

The project is designed for you to take one of the topics in Industrial/Organizational Psychology and apply it either to a real or simulated work situation. You will be assigned one of four applied research projects which will result in an 8 – 10 pg. (not including sources, Tables, and Appendices) double-spaced paper, in APA or other professional style (with reference/s, cites, bibliography, appendices, etc.). The paper should be in proper grammatical form as well as proofread. This total project is worth 100 points. For all four projects, the initial 2 – 3 pages of the project should describe briefly the organization (or university); you should cite this

information. This information should give a brief history of the company, what it does or sells, and its financial and future prospects. A minimum of 6 academic references (besides text) is required for an 'A' paper. Be sure to use sections to organize your paper, page numbers, references should be in APA or other accepted form (e.g. MLA). Note above that for an A or B paper, you must have a minimum of six additional academic references (besides textbook, lecture notes, company information). I will provide separate, written guidelines for each project with grading rubrics attached. All projects will be regarding the same job: hairdresser, hair stylist, barber, etc.

The four topics of the projects with corresponding due dates are as follows:

- |    |                       |                                 |
|----|-----------------------|---------------------------------|
| 1. | Job Analysis          | <b>February 21<sup>st</sup></b> |
| 2. | Performance Appraisal | <b>March 20<sup>th</sup></b>    |
| 3. | Motivation            | <b>April 3<sup>rd</sup></b>     |
| 4. | Job Satisfaction      | <b>April 17<sup>th</sup></b>    |

### **Research Article Review**

This project is designed for you to become familiar with research in the field of Industrial/Organizational Psychology. You are to choose an article from 2007 or later from one of three journals: 1) Journal of Applied Psychology; 2) Personnel Psychology; 3) Organizational Behavior and Human Decision Processes and write a report/review of this article (HINT: 'efficient' and/or intelligent students may want to choose something that is related to their larger paper/project). You should explain briefly what the study was about, what were the hypotheses, how they tested them (methods), what they found including what statistics they used (you do not need to understand the statistics), and finally, the practical implications for their findings (i.e, how are these results *of use* to managers and/or others in the 'real work world'?). The article must be an actual study (not a book review or some such thing). This paper should be 4 – 6 double-spaced pages and you must include a copy of the article you reviewed. This is worth 15 points, and grading will be on how well you conveyed understanding of the article, as well as the important implications of it. Try to stay away from a whole paper of personal opinion; use reasoned analysis from a scientific and Industrial/Organizational Psychology standpoint. **THIS IS DUE FEBRUARY 28.**

### **Additional Assignments**

There will be at least three five point assignments offered throughout the semester. You must do two, at a minimum, for a total of the 10 remaining points; you **may do one additional for five possible extra credit points**. I will be announcing these in class; this is the only way to obtain them, and the requirements and grading criteria for them.

Written, hard copies of papers (no emailed versions, please) are always due by the **beginning** of class. These dates are the **last possible dates** you are allowed to turn in your work. **20% will be deducted for each day beyond the due date that you turn in your work (counting weekends).**

### **TENTATIVE COURSE SCHEDULE**

<b>DATE</b>	<b>TOPIC</b>	<b>READING ASSMT.</b>
T 1/10	Introduction	
R 1/12	History of I/O Psychology	Chapter 1
T 1/17	History/Research Methods	Ch. 1 & 2
R 1/19	Research Methods	Ch. 2
T 1/24	Criteria	Ch. 4

R 1/26	Criteria/Job Analysis	Ch. 4 & 3
T 1/31	Job Analysis/Review	Ch. 3
R 2/2	<b>EXAM 1: CHAPTERS 1 – 4</b>	

### **INDUSTRIAL/PERSONNEL PSYCHOLOGY**

T 2/7	Predictors	Ch. 6
R 2/9	Predictors	Ch. 6

T 2/14	Selection Decisions and Personnel Law	Ch. 7
R 2/16	Selection Decisions and Personnel Law	Ch. 7

T 2/21	<b>JOB ANALYSIS PROJECT/PAPER DUE</b>	
	Personnel Training	Ch. 8
R 2/23	Personnel Training	Ch. 8

T 2/28	<b>RESEARCH ARTICLE REVIEW DUE</b>	
	Performance Appraisal	Ch. 5
R 3/2	Performance Appraisal	Ch. 5

T 3/10	<b>SPRING BREAK – NO CLASSES</b>	
R 3/12	<b>SPRING BREAK – NO CLASSES</b>	

T 3/13	Overflow/Review Day	
R 3/15	<b>EXAM 2 – CHAPTERS 5 - 8</b>	

T 3/20	<b>TRAINING PROJECT/PAPER DUE</b>	
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### **ORGANIZATIONAL PSYCHOLOGY**

T 3/20	Work Motivation	Ch. 9
R 3/22	Work Motivation	Ch. 9

T 3/27	Job Attitudes – Work Satisfaction	Ch. 10
R 3/29	Job Attitudes – Work Satisfaction	Ch. 10

T 4/3	<b>MOTIVATION PROJECT/PAPER DUE</b>	
	Leadership	Ch. 13
R 4/5	Leadership	Ch. 13

T 4/10	<b>EXAM 3 – CHAPTERS 9, 10, 14</b>	
R 4/12	Stress and Well-Being	Ch. 11

T 4/17	<b>JOB SATISFACTION PROJECT/PAPER DUE</b>	
	Stress and Well-being/Work Groups and Teams	Ch. 11; Ch 12
R 4/19	Work Groups and Teams/Org Theory/Development	Ch. 12; Ch. 14

T 4/24	Organizational Theory and Development	Ch. 14
R 4/26	Overflow/Review	

**Wednesday, May 2<sup>nd</sup> 10:00 – 11:40 FINAL EXAM 4 - CHAPTERS 11, 12, 14**

**Department of Psychology Policy on Plagiarism:**

Plagiarism includes either presenting someone else's words without quotation marks (even if you cite the source) or presenting someone else's ideas without citing that source. If you plagiarize, your instructor cannot evaluate your understanding of the topic. When paraphrasing from another source, at the very least the student should change the wording, sentence syntax, and order of ideas presented in the paper. Ideally, the student will integrate ideas from multiple sources while providing critical commentary on the topic in a way that clearly identifies whether words and ideas are those of the student or are from another source. University policy states that "Normally a student who plagiarizes shall receive a grade of F in the course in which the act occurs. The offense shall also be reported to the Provost." (<http://www.siue.edu/POLICIES/1i6.html>). The University policy discusses additional academic sanctions including suspension and expulsion from the University. To insure that you understand how to avoid plagiarism, we encourage you to review the information on plagiarism provided on the Department of Psychology web page at <http://www.siue.edu/PSYCHOLOGY/plagiarism.htm>.

**Academic misconduct** will be handled in accordance with university policy - (<http://www.siue.edu/POLICIES/3c2.html>) Academic misconduct as described in this policy includes plagiarism, cheating, falsifying or manufacturing scientific data and/or representing manufactured data to be the result of scientific or scholarly experiment or research, and soliciting, aiding, abetting, concealing, or attempting such acts. Academic misconduct may lead to sanctions ranging from a failing grade on an individual assignment to separation from the University.

**Department of Psychology Policy on Incomplete Grades and Withdrawal:** It is the student's responsibility to officially withdraw from a course by the dates set by the University if the student is not intending to complete the course. Students who do not withdraw and have not completed the course will receive an Unauthorized Withdrawal (UW). Only under special circumstances a faculty member may agree to give a student an Incomplete (INC) grade in order to allow the student to complete the remaining work for the course not later than the end of the following semester. An INC is never automatic but must be approved by the instructor. If an instructor agrees to give a student an INC grade, the instructor and the student will fill out a form (Memorandum of Incomplete Grade) indicating why an INC is being given. One copy of the completed form will be given to the student, one copy will be given to the instructor, and one copy will be kept by the Department of Psychology secretary. If the work is not completed by the time specified on the Memorandum of Incomplete Grade form, the grade will be changed from INC to F.

**Disability Support Services:** Individual services are provided for students with specific learning disabilities through the University Disability Support Services. For more information contact DSS at 650-3726 or on the web at <http://www.siue.edu/DSS/>. DSS is located in The Student Success Center, Room 1270. Let me know if I can be of any assistance regarding needed accommodations. According to SIUE safety and procedures policies, students with disabilities have the option of developing a written plan for evacuation in the unlikely event of an emergency that requires evacuation. If any student with a disability would like to develop a written evacuation plan for this class, please contact the instructor.

**The Psychology Department's Policy on Course Evaluations:** Students will not be eligible to take the final exam in this course unless they first complete a course evaluation. The procedure for completing the confidential, anonymous and brief course evaluation online will be described toward the end of the semester. The evaluation allows students to print a proof-of-completion page (after responses are electronically submitted) and this page should be presented to your professor before the final exam.