

PSYCHOLOGY 320
INTRODUCTION TO INDUSTRIAL/ORGANIZATIONAL PSYCHOLOGY
M/W 1:30 – 2:45 – AH 0302

Professor

Dr. Catherine S. Daus
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0142 – AH; 650-3119
Off Hrs: M: 12:30-1:30; and
T - 11:00-12:00 or by appointment

Teaching Assistant

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0310 – Alumni Hall
Off. Hrs: M/W: 2:45 – 3:45

Check your BB often and stay on top of announcements!!

REQUIRED TEXT

Conte, J. M., Landy, F. J. & (2018). Work in the 21st Century: An Introduction to Industrial and Organizational Psychology, 6th Ed. New York: Wiley.

COURSE OBJECTIVES

To give students a thorough understanding of the topics Industrial/Organizational (I/O) psychologists study, the research methods they employ, and the real-world applications that follow. Specifically, students will be expected to:

1. Demonstrate a solid understanding of theoretical and applied concepts in I/O psychology through various assessments, including exams (with multiple choice, short answer and essay format), an applied project, and small papers/assignments.
2. Demonstrate skill in one core I/O area (job analysis; performance appraisal; work motivation; job satisfaction) of I/O psychology through an applied project.
3. Demonstrate quality writing through essays on exams, the write-up of the large core project; and three short papers.
4. Demonstrate a basic ability to understand I/O research through integration in written assignments and a written research article review assignment.

COURSE EVALUATION

Your final grade will be based on a total possible of 450 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 35 points will be from several 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. Following are exam dates and associated chapters:

Exam	Chapters	Date	Exam	Chapters	Date
1	1, 2, 4	M 1/30	3	5, 8, 9	W 3/29
2	3, 6, 7	W 2/22	4	12, 1.3, 11, 10	W 5/3

Applied 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. The initial paragraphs of the project should introduce the topic, project, and company (where the tattoo artist or hairdresser work/ed) that you targeted your efforts on; you should cite this information. A minimum of 6 **academic** (not websites) references (**besides/in addition to** textbook, lecture notes, company information) incorporated into the text of the paper (typically, the introduction/literature review and discussion sections are the ‘easiest’ places to do this) is required for an ‘A’ or ‘B’ paper. **Table 1.6, pg. 43 of your text has a list of the primary I/O journals where you can find articles.** Be sure to use section headings to organize your paper; use page numbers. References should be in APA or other accepted form (e.g. MLA). Separate guidelines for each project as well as grading rubrics will be provided via bb. All projects will be regarding the same job: tattoo artist or hairdresser (hair stylist, barber).

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

1. Job Analysis 2/13 – by 1:30 class time
2. Performance Appraisal 3/20 – by 1:30 class time
3. Motivation 4/3- by 1:30 class time
4. Job Satisfaction 4/17 - by 1:30 class time

Research Article Review – On-line Submission Assignment

This project is designed for you to become familiar with research in the field of I/O Psychology. Choose an empirical article (not a theory or review paper) from 2015 or later from one of three journals (**be CAREFUL to get one of these three specific ones**, the names of other journals often are similar): 1) Journal of Applied Psychology; 2) Personnel Psychology; 3) Organizational Behavior and Human Decision Processes and write a report/review of this article (HINT: choose something that is related to your larger paper/project). You will be asked to explain briefly what the study was about, what were the hypotheses, how they tested them (methods), what they found including

what statistics they used (not an in-depth explanation), 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). **You will be required to include the PDF link to the article you reviewed. THIS IS DUE Monday, February 6th by 1:30.**

Additional Assignments

There will be at least ten five-point assignments offered throughout the semester – some will be done during class time, and some will be assigned to be done outside of class time. You must do seven, at a minimum, for a total of the 35 remaining points; you **may do additional for possible extra credit points**. Extra credit total for the class is capped at 10 point max. **I will be announcing these in class; this is the only way to obtain them, and the requirements and grading criteria for them.**

TENTATIVE COURSE SCHEDULE – Changes will be communicated through BB announcements feature

DATE	TOPIC	READING ASSMT.
M 1/9	Introduction	Ch. 1 – Mods 1.1 & 1.4
W 1/11	History of I/O Psychology	Ch. 1- Mod. 1.2
M 1/16	NO CLASS – MARTIN LUTHER KING DAY	
W 1/18	Research Methods/Statistics	Ch. 2 – all modules
M 1/23	Criteria/Job Performance	Ch. 4 – Mod.4.1 & 4.2
W 1/25	Job Analysis/Job Evaluation and the law	Ch. 4 – Mod.4.3, 4.4,4.5
M 1/30	EXAM 1: CHAPTERS 1, 2, 4	
W 2/1	Predictors/Assessment	Ch. 3 – 3.1, 3.2, 3.3
M 2/6	RESEARCH ARTICLE REVIEW DUE	
	Predictors/Assessment	Ch. 3 – 3.4, 3.5
W 2/8	Selection/Staffing Decisions/Recruitment	Ch. 6 – 6.1, 6.2, 6.3
M 2/13	JOB ANALYSIS PROJECT/PAPER DUE	
	Selection and Personnel Law	Ch. 6 – 6.4
W 2/15	Personnel Training	Ch. 7 – 7.1, 7.2
M 2/20	Personnel Training	Ch. 7 – 7.3, 7.4
W 2/22	EXAM 2 – CHAPTERS 3, 6, 7	
M 2/27	Performance Appraisal/Measurement	Ch. 5 – 5.1, 5.2
W 3/1	Performance Appraisal/Measurement	Ch. 5 – 5.3, 5.4
M 3/6	SPRING BREAK – NO CLASSES	
W 3/8	SPRING BREAK – NO CLASSES	
M 3/13	Work Motivation	Ch. 8 – 8.1, 8.2
W 3/15	Work Motivation	Ch. 8 – 8.3, 8.4
M 3/20	PERFORMANCE APPRAISAL PROJECT/PAPER DUE	

W 3/22	Job/Work Attitudes - Work Satisfaction Job/Work Attitudes - Work Satisfaction	Ch. 9 – 9.1, 9.2 Ch. 9 – 9.1, 9.2, 9.3
M 3/27	Overflow/Review – Exam 3	
W 3/29	EXAM 3 – CHAPTERS 5, 8, 9	
M 4/3	MOTIVATION PROJECT/PAPER DUE	
	Leadership	Ch. 12 – 12.1, 12.2
W 4/5	Leadership	Ch. 12 – 12.3, 12.4
M 4/10	Cultures/diversity	Ch. 1 – 1.3; Ch. 11 – 11.3
W 4/12	Diversity – Ted Talk	
M 4/17	JOB SATISFACTION PROJECT/PAPER DUE	
	Fairness/Justice	Ch. 11 – 11.1, 11.2
W 4/19	Stress & Well-being	Ch. 10 – 10.1, 10.2
M 4/24	Stress & Well-being	Ch. 10 – 10.3, 10.4
W 4/26	Overflow/Review – Exam 4 – “Final Exam”	

WEDNESDAY, MAY 3rd 12:00 – 1:40 FINAL EXAM 4 - CHAPTERS 12, 1.3, 11, 10

POLICIES

NOTE REGARDING ALL PAPERS: All papers, including the 5-point assignments, must include source/s at the end of the paper. As well, you must summarize and cite appropriately **WITHIN THE TEXT OF YOUR PAPER**, or you will receive plagiarism consequences (see below). As well, **ALL PROJECT PAPERS (NOT article review or five-point assignments) MUST be submitted to Turnitin available via bb, BEFORE the paper is due and you must attach a hard copy of the ‘receipt’ you receive to a hard copy of your paper. I do not accept emailed assignments/papers. You may print double-sided or on backsides of other paper to save paper, and you can include your references at the bottom after the last paragraph of your paper (to save paper/space).** 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).**

Department of Psychology Writing Policy

As a student in this course, you will be expected to display university-level writing, which includes completing course assignments that meet the following basic writing criteria. Specifically, all written assignments completed for this course should include:

- clear transitions from sentence to sentence and idea to idea (e.g., paper is organized/flows well);
- verb tense consistency;
- clear and unambiguous sentences and ideas;
- writing that is free of typos, spelling errors, and major grammatical errors;

- properly formatted citations and references (if relevant).

This is by no means an exhaustive list of basic writing skills, but will give you an idea of what we are looking for in our papers. If you feel you need help with your writing, you are encouraged to seek assistance from the writing center on campus (<http://www.siue.edu/is/writing>) or utilize one of the many online resources they have identified to help students (<http://www.siue.edu/is/writing/resources.shtml>). If your graded written assignments fail to meet the basic writing requirements listed above (and any others found to be appropriate by your instructor), the instructor will stop the grading process and return the paper to you.

The penalty for unacceptable writing in this class is as follows: **I will return the paper and you will have a chance to re-write it within one week; 50% of the possible grade will be taken off the top, and then it will be graded as per normal policy.**

Cell Phone/Computer/Social Networking Use: No cell phones out during class. If you generally use it to take notes, please buy a notebook or bring a computer, iPad, etc. Turn all cell phones onto silent/vibrate unless there is an emergency situation – that you let me know about. Computers/laptops are welcome, as long as you are using them for class-related note-taking and activities. If you are using such devices for other purposes, I will give a warning. If I happens again, I will ask you to leave the class. As well, if any such devices are out during an exam, you will receive a failing grade for the exam.

The Psychology Department’s Policy on Plagiarism: Plagiarism includes presenting someone else’s words without quotation marks (even if you cite the source), presenting someone else’s ideas without citing that source, or presenting one’s own previous work as though it were new. When paraphrasing from another source or your own work, at the very least, the student should change the wording, sentence syntax, and order of ideas presented in the paper. Additionally, you should not submit a paper, or parts of a paper, written to fulfill the requirements of one class for the requirements in another class without prior approval of the current instructor and appropriate citation. 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. Plagiarism is one type of academic misconduct described in SIUE's Student Academic Code (<http://www.siue.edu/policies/3c2.shtml>). 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.shtml>). 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/education/psychology/plagiarism.shtml>.

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: All withdrawals must be completed by the end of the 13th week of classes during fall and spring, and by a similarly late date (i.e., before 82% of class meetings have occurred) in any summer term. Grades that apply to students who initiate a withdrawal and grades that apply when a student fails to officially withdraw within established deadlines are determined by university policy (see <http://www.siu.edu/policies/1j1.shtml>). The granting of a grade of I (Incomplete) is not automatic. It is available only in cases when a student has completed most of the work required for a class but is prevented by a medical or similar emergency from completing a small portion of the coursework before the deadline for grade submission. An I must be approved by the instructor with appropriate documentation provided by the student. If an instructor agrees to give a student an I, the instructor will fill out a Memorandum of Incomplete Grade to be kept with the student's records. If the work is not completed by the time specified on the Memorandum, the student's grade will be changed from I to F.

Accommodation and Support: It is the policy and practice of both me and Southern Illinois University Edwardsville to try to create inclusive learning environments. If there are aspects of the instruction or design of this course that result in barriers to your inclusion or to accurate assessment of achievement—please notify me as soon as possible. Students needing accommodations because of medical diagnosis or major life impairment will need to register with **Accessible Campus Community & Equitable Student Support (ACCESS)** and complete an intake process. Students who believe they have a diagnosis but do not have documentation should contact ACCESS for assistance and/or appropriate referral. The ACCESS office is located in the Student Success Center, Room 1270. You can also reach the office by e-mail at myaccess@siue.edu or by calling 618.650.3726. For more information on policies, procedures, or necessary forms, please visit the ACCESS website at www.siu.edu/access.