

Psychology 333 Industrial and Organizational Psychology
Section 11685

Instructor:

Dr. Lois Tetrick
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Office Hours: Mon., 10:30 - noon and by appointment

Class Meeting:

Spring Semester, 2012
Mon., 9:00 – 10:15
Room 242, Krug Hall
TA: Mr. Alex Lindsey
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Purpose: This course is an introduction to the science and application of industrial and organizational psychology. As such, emphasis will be on theory, empirical research, and practice in understanding behavior in the workplace. Students are expected to read the assigned material before class and participate in class discussions about the material.

Text: Muchinsky, P. M. (2012). *Psychology applied to work. (Tenth Edition)*. Summerfield, NC: Hypergraphic Press.

Communication and Handouts: All handouts including the syllabus will be distributed by email or hardcopy in class. It also may be necessary throughout the semester to communicate with students concerning assignments, etc. Therefore, it is important that students regularly check their university e-mail accounts; remember your Mason email account is the official way for me to communicate with you.

Lecture outlines (PowerPoint slides) will be posted on Blackboard a few days before the lectures on the material. It is the responsibility of students to let the instructor know about any technical problems with our course's webpage. The slides are outlines only. The instructor will supplement information on the slides and this can be expected to be on the exams.

Grading: Students' grades will be assigned based on their performance on exams, research reports/projects, and a final exam. Students are expected to adhere to the university's Honor Code (see <http://academicintegrity.gmu.edu>). Ignorance of the honor code is not an acceptable excuse. *Consequences of academic dishonesty may include, but are not limited to, receiving a failing grade on the assignment/exam or the course as a whole. Expulsion from the university is also a possibility.*

Exams. Exams include multiple-choice and/or short-answer questions covering material in the text and material discussed in class. Three exams will be given during the semester; they will not be cumulative. The lowest grade among these three exams will be dropped. In the event that a student misses an exam, for whatever reason, that exam will automatically become the lowest grade and will be dropped. In the event that a student is unfortunate enough to miss a second exam, the student is to notify the instructor immediately to determine whether the exam can be made up at an alternative time. Make-up exams, if permitted, may differ in format from the regularly scheduled exams. The instructor reserves the right to hold the make-up exam during the regularly scheduled final exam period for this class: May 14, 7:30 – 10:15 am. If a student is so late for an exam that one or more students have completed the exam and left the room, the late student's exam will be penalized by 15%, meaning that the maximum score the late student can get is 85%. Scores on exams will be converted to

the percent correct with 90% and higher being an A, 80%-89% being a B, 70%-79% being a C, 60%-69% being a D, and less than 60% being an F.

Research reports/projects. During the semester, students will be expected to complete research reports and projects. Some of these will be in-class exercises and some will be based on reviewing research articles or other activities outside of the classroom. Details of these projects will be discussed in class as they are assigned. Unless specifically indicated, all work on these research report/projects is expected to be the work of the individual student supplemented with reading or interviews as indicated in the assignment. Any assignments turned in late will have the total points possible reduced by 1 point for each day or portion of a day that it is late.

Relative Weighting

Exams	60% of the grade
Research reports/projects	40% of the grade

Attendance is not mandatory; however, it is strongly encouraged. If you have to miss a class, it is your responsibility to find out what you missed from a fellow classmate.

Important Dates For the Semester

Dates listed on this page are for full semester courses only.

<i>January 1 Day of Week</i>	<i>Sunday</i>
Martin Luther King Day (no classes)	Mon Jan 16
First day of classes ; last day to submit Domicile Reclassification Application; Payment Due Date; full semester waitlists removed	Mon Jan 23
Summer 2012 Graduation Intent Available via Patriot Web	Mon Jan 30
Last day to drop with no tuition penalty	Tues Jan 31
Last day to add classes —all individualized section forms due	Tues Jan 31
Last day to drop with a 33% tuition penalty	Tues Feb 14
Last day to drop with a 67% tuition penalty	Fri Feb 24
Last day to drop	Fri Feb 24
Last day to file your Spring 2012 Graduation Intent	Fri Feb 24
Spring Break	Mon Mar 12 - Sun Mar 18
Incomplete work from Fall 2011 due to instructor**	Fri Mar 30
Incomplete grade changes from fall 2011 due to registrar**	Fri Apr 6
Last day of classes	Sat May 5
Reading Days	Mon May 7 & Tue May 8
Exam Period (beginning at 7:30 a.m.)	Wed May 9 - Wed May 16
Commencement and Degree Conferral Date	May 19, 2012

** These dates will not change.

Disability statement

If you are a student with a disability and you need academic accommodations, please see me and contact the Office of Disability Resources at 703.993.2474. All academic accommodations must be arranged through that office.

Honor Code statement

- George Mason University has an Honor Code, which requires all members of this community to maintain the highest standards of academic honesty and integrity. Cheating, plagiarism, lying, and stealing are all prohibited.
- All violations of the Honor Code will be reported to the Honor Committee.
- See honorcode.gmu.edu for more detailed information.

Enrollment statement

Students are responsible for verifying their enrollment in this class.

Schedule adjustments should be made by the deadlines published in the Schedule of Classes.

(Deadlines each semester are published in the Schedule of Classes available from the Registrar's Website registrar.gmu.edu.)

After the last day to drop a class, withdrawing from this class requires the approval of the dean and is only allowed for nonacademic reasons.

Undergraduate students may choose to exercise a selective withdrawal. See the Schedule of Classes for selective withdrawal procedures. It is strongly advised that you speak to an advisor before you choose this option.

Other Resources

Counseling Services <http://caps.gmu.edu/>

The Counseling Center provides individual and group sessions to students. They also support the Learning Services Program (703-993-2999) which offers academic skill-building workshops and a tutor referral service.

University Writing Center <http://writingcenter.gmu.edu/>

The University Writing Center provides writing services to students (both undergraduate and graduate), at no charge. You may find it useful to go there for consultation.

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Tentative Course Calendar

This is a tentative calendar; the tentativeness recognizes that it may be necessary to change the schedule during the semester for unexpected events such as inclement weather, prolonged discussion of particular topics, etc. In the event class is cancelled, the schedule will be shifted by one date. For example, if the university closes on February 20, for whatever reason, the examination scheduled for that day will be given on the next class date, February 22.

Students are expected to read the assigned chapters before the class session in which chapters are discussed as shown below.

Date	Assigned Readings / Planned Activity
1/23	Introduction to Course – Discuss readings, research reports/projects, finalize the syllabus Chapter 1 The Historical Background of I/O Psychology
1/25	Chapter 1 (cont.) and Chapter 2 Research Methods in I/O Psychology
1/30	Chapter 2 Research Methods in I/O Psychology
2/1	Chapter 2 (cont.)
2/6	Chapter 3 Criteria: Standards for Decision Making <u>Assignment 1 distributed due 2/13</u>
2/8	Chapter 3 (cont.)
2/13	Chapter 4 Predictors: Psychological Assessments
2/15	Chapter 4 (cont.)
2/20	Exam 1
2/22	Chapter 5 Personnel Decisions <u>Assignment 2 distributed due 3/5</u>
2/27	Chapter 5 (cont.)
2/29	Chapter 6 Organizational Learning
3/5	Chapter 6 (cont.)
3/5	Chapter 7 Performance Management <u>Assignment 3 distributed due 3/19</u>
3/7	Chapter 7 (cont.)
3/12	Spring Break
3/14	Spring Break
3/19	Chapter 8 Organizations and Organizational Change
3/21	Chapter 9 Teams and Teamwork
3/26	Chapter 9 (cont.)
3/28	Exam 2
4/2	Chapter 10 Organizational Attitudes and Behavior <u>Assignment 4 distributed due 4/9</u>
4/4	Chapter 10 (cont.)
4/9	Chapter 11 Workplace Psychological Health
4/11	Chapter 11 (cont.)
4/16	Chapter 12 Work Motivation <u>Assignment 5 distributed due 4/30</u>
4/18	Chapter 12 (cont.)
4/23	Chapter 13 Leadership
4/25	SIOP conference – no class, students are to be completing Assignment
4/30	Chapter 13 (cont.)
5/2	Exam 3 <i>Last day of class</i>
5/14	Final Exam Period which may be used for a make-up exam as needed, Weds. 7:30-10:15 am