

INDUSTRIAL/ORGANIZATIONAL (I/O) PSYCHOLOGY

PSYC 333-002

Spring 2012 Semester
Tuesday and Thursday 12:00 – 1:15
Science and Technology I, Room 124

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COURSE OVERVIEW

Industrial-organizational (I/O) psychology is the psychology of the workplace. In all likelihood, you will spend much of your adult waking-life at work in some form or another. Thus, an understanding of I/O psychology not only will expand and deepen your knowledge of psychological principles, but it also hopefully will benefit you in your personal work experiences.

This course will cover the major theories, research, and procedures used in both the science and practice of I/O psychology. By the end of this course, you should know what I/O psychologists do and the issues they face, and be familiar with the theories and methods they utilize in order to improve the workplace from the dual perspectives of employers and employees.

COURSE FORMAT

This course meets twice weekly for two 1 hour and 15 minute sessions. These sessions will consist of lecture/discussion and also interactive activities that are designed to facilitate comprehension and thoughtful consideration of the course material. Although lectures will sometimes cover material that is also covered in the book, the overlap may not always be great.

COURSE ATTENDANCE AND PARTICIPATION

- Although I will not be recording attendance, I expect you to attend all classes.
- Lecture outlines (PowerPoint slides) will be posted on the course webpage (on Blackboard) a few days ahead of the lectures. You can access Blackboard here: <https://mymasonportal.gmu.edu>. Please note that the *slides are to be considered as outlines only*. Anything the instructor says in class concerning the course material is “fair game” on exams.

- If you need to miss a class, you will be responsible for getting notes from a classmate.
 - I sincerely believe that this course will be as good as YOU make it. In class, I encourage you to ask questions and relay comments and insights about the material. Please refrain from texting, playing around on your laptop, etc.
 - My expectation is that you should spend about 30-45 minutes reviewing each chapter before we cover the material and about the same time afterwards. This will maximize your learning.
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REQUIRED TEXTBOOK

Muchinsky, P. (2012). *Psychology applied to work* (10th ed.). Summerfield, NC: Hypergraphic Press.

- Note that you can order the hardcopy or the e-copy of the textbook
 - You also can access the student study guide here:
http://www.psychologyappliedtowork.com/buy_register_IO_psychology_applied_to_work.html
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ADDITIONAL ADMINISTRATIVE INFORMATION

Dropping or Adding the Course: The last day to add the class is January 31st. The last day to drop the course is February 24th.

Academic Integrity: 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.*

Students with Disabilities: If you are a student with a disability and you need academic accommodations, please see me at the beginning of the semester and contact the Disability Resource Center (DRC) at <http://www2.gmu.edu/depts/unilife/ods>. All academic accommodations must be arranged through that office.

COURSE EVALUATION AND ASSIGNMENTS

This evaluation system is designed to reflect the amount of effort that you devote to this class. Your final course grade will be comprised of three main components:

1. Examinations (66% of overall course grade)
 - 3 non-cumulative examinations and 1 cumulative final examination
 - Your 3 highest exam scores each will each constitute 22% of your grade (cumulatively, 66% of course grade). Your lowest grade will be dropped.

- Please keep the following in mind:
 - a. Because one of the scores is dropped, there are no make-up exams.
 - b. No student may begin the exam once another student has completed it. Students who enter the exam late will be required to complete the exam by the scheduled end-time.

- 2. Job analysis project (22% of overall course grade)
 This project will involve you identifying a job and conducting a job analysis to identify the critical knowledge, skills, and abilities (KSA's) required for success in that job. You will write up your findings and briefly describe a selection procedure that would capture those KSA's in order to select the best available person for the job. This assignment will be discussed in more detail in class.

- 3. Article project (12% of overall course grade)
 This project will involve you reading one popular press article and one scholarly research article regarding a given I/O topic. You will choose any I/O topic that we discuss in lecture (e.g., leadership, stress, personnel selection) and you will obtain one popular press article (e.g., from magazines, newspapers) and one scholarly article on that topic. You then will summarize and compare the discussion and conclusions from these two sources. This assignment will be discussed in more detail in class.

Notes on the Assignments

- You should interpret deadlines for assignments very literally. You will lose **10% per day** for each day the assignment is late.
- Please turn in the assignment in class and stapled. I will not accept e-mailed assignments.

Extra Credit: During the semester, there will be opportunities for you to earn extra credit through participating in research experiments. If you choose to participate in these experiments (or experiment alternatives), you will receive extra credit in the form of $\frac{1}{4}$ of a percentage point for each hour of participation (added to your final course grade). You can obtain a maximum of 2 percentage points (8 participation hours).

I will determine final course grades using the scale below

A+	96.67-100	A	93.33-96.66	A-	90.00-93.32	B+	86.67-89.99
B	83.33-86.66	B-	80.00-83.32	C+	76.67-79.99	C	73.33-76.66
C-	70.00-73.32	D	60.00-69.99	F	59.99 or lower		

TENTATIVE/PRELIMINARY COURSE SCHEDULE

MONTH	DATE	DAY	MATERIAL TO BE COVERED
January	24	Tuesday	Run through of syllabus + Other general comments
	26	Thursday	Chapter 1 (Introduction: Definitions and History)
	31	Tuesday	Chapter 2 (Research Methods)
February	2	Thursday	Chapter 2 (Research Methods); Go over Article assignment
	7	Tuesday	Chapter 3 (Criteria and Job Analysis)
	9	Thursday	Chapter 3 (Criteria and Job Analysis); Go over Job Analysis assignment
	14	Tuesday	Chapter 7 (Performance Management)
	16	Thursday	Chapter 7 (Performance Management)
	21	Tuesday	Chapter 4 (Predictors)
	23	Thursday	Chapter 4 (Predictors)
	28	Tuesday	EXAM 1 (Chapters 1 -3 & 7)
March	1	Thursday	Chapter 4 (Predictors); Chapter 5 (Personnel Decisions)
	6	Tuesday	Chapter 5 (Personnel Decisions)
	8	Thursday	Chapter 5 (Personnel Decisions)
	13	Tuesday	Chapter 6 (Organizational Learning)
	15	Thursday	Chapter 6 (Organizational Learning); Job Analysis assignment due
	20	Tuesday	No class: Spring Break
	22	Thursday	No class: Spring Break
	27	Tuesday	Chapter 9 (Teams and Teamwork)
	29	Thursday	EXAM 2 (Chapters 4-6)
April	3	Tuesday	Chapter 9 (Teams and Teamwork)
	5	Thursday	Chapter 10 (Organizational Attitudes and Behavior)
	10	Tuesday	Chapter 10 (Organizational Attitudes and Behavior)
	12	Thursday	Chapter 11 (Workplace Psychological Health)
	17	Tuesday	Chapter 11 (Workplace Psychological Health)
	19	Thursday	Chapter 12 (Work Motivation)
	24	Tuesday	Chapter 12 (Work Motivation)
	26	Thursday	EXAM 3 (Chapters 9-12)
May	1	Tuesday	Chapter 13 (Leadership); Article assignment due
	3	Thursday	Chapter 13 (Leadership)
	15	Tuesday	EXAM 4 (Cumulative Final Exam) 10:30-1:15

Note: The instructor reserves the right to supersede anything in this syllabus with subsequent announcements, which may be distributed verbally, on paper, or via the course webpage (i.e., Blackboard).