PSY 366 - Industrial/Organizational Psychology
Summer 2015

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Recommended Text:

An earlier edition of this text is fine.

Course Objectives:

Industrial/Organizational Psychology (I/O Psych.) has its roots in early 20th century needs in industry, the military and (later) psychological concerns of workers. We will explore these broad areas during the course. A wise student will strive to:

- Understand the historical roots of I/O psychology.
- Develop critical thinking skills concerning psychological issues in the workplace.
- Understand issues in selection, placement, and training of employees.
- Be aware of how organizations tend to be developed.
- Have a grasp on performance development and evaluation.
- Understand how issues such as quality of work life, consumer technology and engineering psychology affect businesses.

How do I take an On-line course?

All of our assignments, interactions, etc will be through blackboard. There will be no meetings on campus, nor will you need to be on-line at particular time. Often the biggest issue people have with an on-line course is having trouble with the technology. I am not the best person to contact if the technology isn’t working. You should call 351 – HELP and talk to the help desk people.

Topics

Unit 1 - Intro to I/O Psychology
Recruitment, screening, and placement of employees
Employee Training and Development

Unit II - Motivation and Job Satisfaction
Absence, Turnover and Organizational Commitment
Job Design, Working Conditions and Human Factors
Technical Problems

Despite their best efforts, the tests continue to be problematic for some students. You should be taking the exams well before they are due. Technical problems are not a reason that I will grant extensions. See more under exams.

Expectations

1. The course is broken down into elements that contain information that I would like you to learn (see Topics above). Several elements will then be considered during a unit exam to assess mastery. Generally, you can pace yourself through the course anyway you want (fast or slow), but I do not want to have to grade all of your exams on the last day of the class. I also want to be able to give you feedback about exam performance as we go. Please see below the deadline for when a particular exam must be taken at the latest. Please note that a course spanning six weeks moves very fast. Since you may take the exams whenever you like, I will not be granting extensions for taking the exams. Plan on taking the exam a few days before the due date in case the unexpected happens and you need more time.

2. As you progress through the units, be sure to review the slides that are posted in the “course materials” section. Read any other articles that I post. Read the corresponding chapter in your book. Try to integrate material as you go. I would suggest taking notes. Pay particular attention to where the course material overlaps with the book.

3. Keep in touch with me, via email, and let me know how things are going. Your candid feedback is helpful and appreciated. Please note that UNC email often filters out mail from outside vendors. If you don’t hear back from me in a reasonable time period (24-hours), try sending me email from your bearmail account.

Exams

The exams will be a mix of multiple choice questions and short answer essay questions. You will have a limited amount of time complete them from the time you start the procedure on blackboard. These tests are designed to be fast to help me determine how well you have studied. While it is impossible for me to be certain that are not using your book, my notes, a paid consultant, etc, the tests are designed to be timed so that it would be impossible for you to look up answers to the tests as you go. The only way you will be able to do well on the tests is to have studied and mastered the material.
The tests will be weighted so that the earlier exams will count for less than the later exams. The final exam is cumulative in the sense that material learned earlier in the course provides a foundation for material later in the class. There are things that will be covered in Unit 1 that will be applicable for all later units, but you will not need to study everything from a previous unit. Each exam will be worth a set number of points. Your final grade will be based out of the number of points you earn out of the total possible number of points available. This creates a fraction that when multiplied by 100, gives a score from 0 to 100%. A traditional grading scheme will be followed to convert the percentage into a letter grade using the plus/minus system (E.g. 93 or better for an A, 90-92 is an A-, 87-89 is a B+, etc). However, please note that failing to take an exam is grounds for failing the entire course. In order to earn a passing grade, you must take every exam.

I highly recommend that you take the first exam as early as possible to see what the format will be like. I set up the course so that it is possible to fail Exam One but still do fine in the course if you can turn things around.

**Time Table:** Note: The exams must be completed no later than the time posted. Remember, you may take the exam anytime, but after the date posted below you will no longer have access to that exam. There are no make ups, plan your time wisely. Failure to take Exam I will signal to me that you have dropped the course. In order to receive a passing grade, ALL exams must be completed on time.

Since you may take an exam anytime you like, and should well before the deadline, I am not flexible about these deadlines. Technical problems, factors outside your control, etc are all dealt with by taking the exam well before its deadline. If you take the exam on the day it expires, I may not be able to help with technical problems. The deadlines are posted below:

- **May 18:** Class goes live (Take Exam I as soon as practically possible)
- **June 7:** EXAM I must be taken no later than this date, start before 6:00pm.
- **June 14:** EXAM II must be taken no later than this date, start before 6:00pm.
- **June 21:** EXAM III must be taken no later than this date, start before 6:00pm.
- **June 28:** EXAM IV must be taken no later than this date, start before 6:00pm.

Most people who have had failed this course in the past have done so because they do not pay attention to deadlines. Don’t be one of these people.

**Special Accommodations** for student disability can be coordinated through the Disability Access Center (970) 351-2289.

The University of Northern Colorado’s Student Code of Conduct (http://www.unco.edu/dos/student_code_conduct/student_conduct.html) and Honor Code (http://www.unco.edu/dos/honor_code/index.html) strictly prohibit any form of academic misconduct. Academic misconduct includes but is not limited to plagiarism, cheating, fabrication, and knowingly or recklessly encouraging or making possible any act of plagiarism, cheating, or fabrication. Academic misconduct is an unacceptable activity in scholarship and is
in conflict with academic and professional ethics and morals. All incidents of alleged plagiarism or other forms of academic dishonesty will be investigated and violations of academic integrity will result in a consequence that may be as severe as an F in the class and a recommendation for expulsion. For more information on plagiarism and appropriate paraphrasing, please see: http://www.unco.edu/dos/honor_code/defining_plagiarism.html

**College statement on inclusive learning environment**
The College of Education and Behavioral Sciences (CEBS) supports an inclusive learning environment where diversity and individual differences are understood, respected, appreciated and recognized as a source of strength. We expect that students, faculty and staff within CEBS will be accepting of differences and demonstrate diligence in understanding how other peoples’ perspectives, behaviors, and world views may be different from their own. Furthermore, as stated by UNC, “The University will not engage in unlawful discrimination in…educational services against any person because of race, religion, gender, age, national origin, disability, or veteran status. It is the University’s policy to prohibit discrimination in…educational services on the basis of sexual orientation or political affiliation.” (See http://www.unco.edu/hr/AAEO_TitleIX.htm <http://www.unco.edu/hr/AAEO_TitleIX.htm>).