

**Upper Iowa University
External Degree Program**

PSY 440-07 Industrial Psychology

COURSE DESCRIPTION:

A study of the relationship between the individual worker and the work environment. Emphasis is on the exploration and application of the most influential theories. Topics include organizational dynamics, work motivation, job satisfaction, personnel selection and training, and work group influences. Prerequisite: PSY 190. Three semester credits.

COURSE OBJECTIVES:

1. Evaluate influential theories in Industrial Psychology.
2. Appraise ethical concerns in research in organizations, personnel decision-making, methods of assessment, and organizational development.
3. Explore the relationship between the individual worker, the work environment, and leadership.
4. Apply theories of motivation to work situations.

REQUIRED COURSE MATERIALS:

1. Text: Psychology Applied To Work: An Introduction to Industrial and Organizational Psychology, 7th ed. (2003), Paul M. Muchinsky. Wadsworth/Thompson Learning, Belmont, CA.
2. Syllabus

You may purchase your textbook through MBS Direct by calling their toll free number at: 800-325-3252 or through the UIU homepage: www.uiu.edu. Click on the link for current students then select order textbooks from the options in the left hand column. Follow the link and select External Degree for your location.

COURSE OVERVIEW:

Unit 1	Introduction
	Chapter 1 The Historical Background of I/O Psychology, pp. 1 - 20
	Chapter 2 Research Methods in I/O Psychology, pp. 21 - 53
Unit 2	Personnel Psychology

Chapter 3 Criteria: Standards for Decision Making, pp. 54 - 88
Chapter 4 Predictors: Psychological Assessments, pp. 89 - 135
Chapter 5 Personnel Decisions, pp. 136 - 175
Chapter 6 Training and Development, pp. 176 - 209
Chapter 7 Performance Appraisal, pp. 210 - 242

Take the proctored Exam 1 (Covers Unit 1 and Unit 2)

Unit 3 Organizational Psychology

Chapter 8 Organizations and Organizational Change, pp. 243 - 279
Chapter 9 Teams and Teamwork, pp. 280 - 305
Chapter 10 Organizational Attitudes and Behavior, pp. 306 - 338
Chapter 11 Occupational Health, pp. 339 - 371
Chapter 12 Work Motivation, pp. 372 - 411

Unit 4 The Work Environment

Chapter 13 Leadership, pp. 412 - 441
Chapter 14 The Changing Nature of Work, pp. 442 - 455
Appendix Union/Management Relations, pp. 456 - 485

Unit 5 Submit Term Paper

Take the proctored Exam 2 (Covers Unit 3 and Unit 4)

EXAMINATIONS:

There will be two exams: one exam for units 1 and 2 and one exam for units 3 and 4. The midterm exam will be composed of 40 multiple choice and 5 essay questions. Twenty multiple choice questions will come from homework assignments and twenty will cover new material from the text. The final exam will again be composed of 40 multiple choice and 5 essay questions. The 20/20 split will again make up the multiple choice questions. The 2 exams account for approximately one-half of the points needed to pass this course.

Many students are most familiar with exams that require only recall of information. Industrial Psychology, however, is an upper-level course and students are expected to have a more in-depth understanding of the material. Therefore, essay questions will be an important part of the evaluation. Students are expected to use their own words to fully address the essay questions using concepts from the text.

The exams are designed to allow the student to demonstrate knowledge of the material. All questions, concepts, or theories will have been emphasized in the text.

A study guide for the exams are available per request by the student.

NOTE: In order to pass this course, you must get a passing grade (“D” or better), in one of the two exams and have enough cumulative points to earn a passing grade.

MANDATORY HOMEWORK:

Students are required to complete the homework assignments. The homework assignments will account for approximately one-third of the final grade. The homework assignments consist of answering the questions at the end of each case study and completing the multiple choice questions.

Read the case study at the end of EACH chapter and answer the questions using complete sentences. Answers should be typed. Each case study will take approximately 1 1/2 to 2 type written pages. Please include the question you are answering. Number your answers as the questions are written. Please be sure that you address each question in your narrative. Support your answers with information from the text. If you do not agree with the text, explain the point of view from the text, your point of view, and support for your view. Case studies will be graded on a numerical basis. Grades will be based on how well the question is answered, thoroughness, incorporation of concepts from the text and clarity. In addition, your own personal view, observations or comments that illustrate your answers are important.

WRITING PROFICIENCY:

It is recommended that all papers and research are done in the APA style. We expect appropriate writing skills of proper grammar, punctuation, sentence structure, paragraph development, and logical sequence of thought in all written work, and exams.

It is recommended that all students purchase one of the two APA guide/manual listed on the UIU website.

1. Publication Manual of the American Psychological Association. \$27.00 new.
2. World’s Easiest Guide to Using APA. \$22.00 new.

COMPOSITION OF GRADE:

Unit 1	15 multiple choice questions (1 point each)	15
	1 case study (Chapter 2) (5 points)	5
Unit 2	30 multiple choice questions (1 point each)	30
	5 case studies (Chapters 3 - 7) (5 points each)	25
Exam 1	40 multiple choice questions (2 points each)	80
	5 essay questions (10 points each)	50
Unit 3	40 multiple choice questions (1 point each)	40
	5 case studies (Chapters 8 - 12) (5 points each)	25
Unit 4	20 multiple choice questions (1 point each)	20
	2 case studies (Chapters 13,15) (5 points each)	10

Exam 2	40 multiple choice questions (2 points each)	80
(Final)	5 essay questions (10 points each)	50
Unit 5	Term Paper	<u>70</u>
Total Points Possible		500

GRADING SCALE:

- 90% to 100% = A
- 80% to 89% = B
- 70% to 79% = C
- 60% to 69% = D
- Below 60% = F

UPPER IOWA UNIVERSITY USES A STANDARD GRADING SYSTEM:

A = All work is excellent, shows exceptional understanding of materials; logical, clear, and insightful written and oral work, incorporates knowledge from other sources and moves easily to the next level of understanding, works well beyond minimum requirements.

B = Understanding material is good to very good, demonstrates good grasp of material, good oral and written skills, produces more than the minimum requirements, quality of all work is high.

C = Satisfactory understanding of the material, submits only the minimum requirements, communicates adequately in oral and written formats, displays an adequate understanding of all basic concepts.

D = Quality and quantity written and oral work is below average and barely acceptable.

F = Quality and quantity written and oral work is unacceptable.

ATTENDANCE:

Even though a student does not attend a regular classroom in the traditional sense and keep up with a set schedule of assignments, it should be pointed out how important it is to keep yourself on a regular timely schedule if possible to complete and send in units. It is too easy to set work aside and decide to do it later. Suddenly, the need to complete assignments and get them in by deadlines can become stressful and, at times, impossible. The key would be to set time aside on a regular basis and submit work in a timely manner.

LIBRARY RESOURCES:

As a student of Upper Iowa University, you have access to the resources of the Henderson-Wilder Library on the Fayette campus. If travel to the campus is not feasible, you can access the library through the University's website. Go to: www.uiu.edu and click on the Library option located on the left side of the home page. If you would like to use InfoTrac, please contact the UIU Library staff at library@uiu.edu.

CHEATING, ACADEMIC DISHONESTY AND PLAGIARISM:

Because cheating, academic dishonesty and plagiarism are affronts to the University community as a whole and a denial of the offender's own integrity, they will not be tolerated. Cheating includes but is not limited to:

- the use of unauthorized books, notes or other sources in the giving or securing of help in an examination or other course assignments,
- the copying of other students' work or allowing others to copy your work,
- the submission of work that is not your own or allowing others to submit your work as theirs,
- the submission of the same work for two or more classes without the approval of any instructors involved.

Academic dishonesty includes, but is not limited to:

- sharing academic materials knowing they will be used inappropriately,
- having access to another person's work without permission,
- providing false or incomplete information on an academic document,
- changing student records without approval.
- obtaining and using texts intended for instructor use only.

Plagiarism includes, but is not limited to:

- the presentation of another's published or unpublished work as one's own,
- taking words or ideas of another and either copying them or paraphrasing them without proper citation of the source,
- using charts, graphs, statistics or tables without proper citation.

Detected cheating, academic dishonesty, or plagiarism will result in consequences that may, at the instructor's discretion, include course failure. In addition, an offender may be reported to the Senior Vice President for the Extended University, the Dean of the Extended University, or designee for possible disciplinary action, which may include suspension or dismissal from the University. Upper Iowa University may make use of various plagiarism detection services. Individuals, by enrolling in courses offered by the University, consent to submission by the University of course-related assignments to such services and the retention of a copy of such assignments by the service.

Cheating, academic dishonesty and plagiarism infractions are tracked by the Dean of the Extended University, and cumulative evidence collected from multiple incidents will be considered when making suspension or dismissal decisions.

Extended University Catalog 2006/07 page 94.

http://www.uui.edu/catalogs/eu/html/univ_policies.html#cheating

WITHDRAWAL:

If you wish to withdraw prior to the last day of the enrollment period you must contact the External Degree office by phone or in writing. After your original six month enrollment period you no longer have the option to withdraw from the course. You must finish the course or have a final grade assigned based on the coursework submitted.

SPECIAL NEEDS:

If you require accommodation for special needs, please provide documentation to: Director of External Degree.

This syllabus is tentative and subject to change.