

Psychology 333-002: Industrial / Organizational Psychology

Instructor: Alan J. Tomassetti
Office: Robinson B 215E(through door 213)
Office Hours: Monday 12:00-2:00 pm
or by appointment.
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Course Meeting Time:
TR 1:30 pm – 2:45 pm
Course Room:
Robinson Hall A 243

Required Materials:

Muchinsky, P. M. (2012). *Psychology Applied to Work: An Introduction to Industrial and Organizational Psychology* (10th ed.). Summerfield, NC: Hypergraphic Press. ISBN: 978-0-578-07692-8

Course Overview

This course will introduce you to the field of Industrial/ Organizational Psychology, also referred to as “I/O psychology.” This field focuses on psychology in the workplace and is important because work is complex and cannot be reduced to a short set of principles, and because work has changed dramatically in the last few decades (e.g., technology, diversity). The “I” and the “O” of I/O psychology symbolize two distinct aspects of the field. The “I” (Industrial) focuses on the human resource functions of analyzing jobs as well as on appraising, selecting, placing, and training workers into organizational positions. The “O” (Organizational) focuses on the psychological processes associated with work, including employee attitudes, behaviors, emotions, health, motivation, and well-being. The “O” includes the more social aspects of work as well, and you may recognize connections with many of the phenomenon found in social psychology. This course will focus on the empirical, research aspects of I/O psychology as well as the applied and practical implications of these findings.

This course is a general survey of the fields of industrial and organizational psychology. However, a few topics are covered only briefly, others are omitted altogether, and yet others receive a disproportionately large amount of attention (as befits their importance).

Course Objectives

As the instructor for this course, I have several goals that I hope you will accomplish this term. These include:

- An understanding of the rich history and complexities that lie within I/O psychology
- Knowledge of the scientist-practitioner model that exists as a goal within I/O psychology
- An understanding of the major theories and research findings in the area of I/O psychology

Course Requirements

Exams

There will be three exams. The format of these exams will ordinarily be multiple choice and short answer (although the format for makeup exams may differ). If you show up so late for an exam that any other student has already finished the exam and left the room, you will automatically be assigned a 15% penalty (i.e., your maximum possible exam score will be 85%). Questions on exams will be based on the lectures (PowerPoint outlines plus the instructor's verbal comments in class) and text book (including sections not covered in the lectures). Further details will be provided closer to the exams.

Assignment #1: JOB ANALYSIS (“I” Project)

You are to conduct a job analysis of a job of your choice. It may be any job in the community, on or off campus. It may be a job you hold (or have held), a friend holds, or a member of your family holds.

In analyzing the job, you must collect data using two (2) or more methods: Observation, interviews, conferences, diaries, checklists, performance, job manuals, etc. From this, you are to produce a job description.

Details and example(s) will be on Blackboard and handed out in class.

Assignment #2: (“O” Project)

Details to come.

Quizzes

I reserve the right to give quizzes at anytime and adjust the grading scheme to accommodate the quizzes. If you want to avoid quizzes, come to class prepared.

Grading:

Assignments	20.0% (10% each)
Exam 1	24.0%
Exam 2	27%
Exam 3	29%

	100%

The final letter grade that you get will be distributed as following:

98.0 – 100% = A+	93.0 – 97.0% = A	90.0 – 92.0% = A-
87.0 – 89.0% = B+	83.0 – 86.0% = B	80.0 – 82.0% = B-
77.0 – 79.0% = C+	73.0 – 76.0% = C	70.0 – 72.0% = C-
67.9 – 69.9% = D+	63.9 – 66.9% = D	60.0 – 62.0% = D-

Absence Policy:

Although attendance is not required, it is **strongly** recommended. Material discussed only in class will form the basis for several exam questions.

Honor Code: George Mason University has an honor code that states the following:

To promote a stronger sense of mutual responsibility, respect, trust, and fairness among all members of the George Mason University community and with the desire for greater academic and personal achievement, we, the student members of the University Community have set forth this:

Student members of the George Mason University community pledge not to cheat, plagiarize, steal, or lie in matters related to academic work.

The sanctions for being found guilty of an honor code violation can include but are not limited to receiving an F in this course or permanent dismissal from the university.

For a “How to avoid” plagiarism tutorial, please visit: <https://www.indiana.edu/~istd/>

Disabilities

If you are a student with disability and you need academic accommodations, please see me *and* contact the Disability Resource Center (DRC) at 703-993-2474. All academic accommodations must be arranged through that office.

Technology

Email: Most communications outside of class will be completed by email. I can only respond to gmU.edu email addresses, so please only use your Mason email in correspondence with me.

Blackboard: I reserve the right to post various resources, information, and announcements on Blackboard. You should frequently check Blackboard for such information and announcements because you will be held responsible for this material. All items requiring your attention prior to the next class period will be accompanied by an email, and ample time will be provided when necessary.

Blackboard: <https://courses.gmu.edu/webct/entryPageIns.dowebct>

Electronic databases: I reserve the right to require the use of online searches using PsycINFO and other electronic databases through the library website.

Library: <http://library.gmu.edu/>

DATE	TOPIC	ASSIGNMENT DUE
30-Aug	Introduction & History of I/O Psychology	CH 1
1-Sep	H. I/O P. & Research Methods	CH 1 & CH 2
6-Sep	Research Methods	CH 2
8-Sep	Criteria	CH 3
13-Sep	Criteria & Predictors	CH 3 & CH 4
15-Sep	Predictors	CH 4
20-Sep	REVIEW	REVIEW
22-Sep	EXAM #1	(Chapters 1-4)
27-Sep	Personnel Decisions	CH 5
29-Sep	P. D. & Organizational Learning	CH 5 & CH 6
4-Oct	Organizational Learning	CH 6
6-Oct	Performance Management	CH 7
11-Oct	NO CLASS	NO CLASS
13-Oct	P. M. & Organizations and Organizational Change	CH 7 & CH 8 & Assignment 1 Due
18-Oct	O & O. C.	CH 8
20-Oct	Teams and Teamwork	CH 9
25-Oct	Teams and Teamwork	CH 9
27-Oct	Teams and Teamwork	CH 9
1-Nov	REVIEW	REVIEW
3-Nov	EXAM #2	(Chapters 5-9)
8-Nov	Organizational Attitudes and Behavior	CH 10
10-Nov	O. A. & B. & Workplace Health Psychology	CH 10 & CH 11
15-Nov	WHP	CH 11
17-Nov	Work Motivation	CH 12
22-Nov	W. M. & Leadership	CH 12 & CH 13 & Assignment 2 Due
24-Nov	Leadership	CH 13
29-Nov	Leadership	CH 13
1-Dec	Union/Management Relations	CH 14
6-Dec	Union/Management Relations	CH14
8-Dec	REVIEW	REVIEW
13-Dec	FINAL EXAM (EXAM #3)	1:30 pm - 4:15 pm

* Schedule subject to change at the professor's discretion. Notice shall be given in the event of a change.

Important Administrative Dates 2011 Fall Semester

First day of classes; last day to submit Domicile Reclassification Application; Payment Due Date August 29

Labor Day, university closed September 5

Last day to add classes—all individualized section forms due

Last day to drop with no tuition penalty September 6

Last day to drop with a 33% tuition penalty September 19

Final Drop Deadline (67% tuition penalty) September 30

Midterm progress reporting period (100-200 level classes)—grades available via [Patriot Web](#) September 26 - October 21

Selective Withdrawal Period (undergraduate students only) October 3 - October 28

Columbus Day recess (Monday classes/labs meet Tuesday. Tuesday classes do not meet this week) October 10

Incomplete work from spring/summer 2011 due to instructor October 28

Incomplete grade changes from spring/summer 2011 due to registrar November 4

Thanksgiving recess November 23-27 Last day of classes December 10

Reading Days December 12

Exam Period December 13 - December 20

Degree Conferral Date January 14, 2012

Mason Resources for Students

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

Should you find a student in your class requires psychological support, you can refer them (or walk them over to) the Counseling Center, which 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.

Office of Disability Services <http://www2.gmu.edu/dpt/unilife/drc//>

Students who tell you that they need accommodations due to a learning or other disability should have certification from the Office of Disability Services. This office is the only unit on campus who can determine the accommodations to which a student is entitled. If you have any questions about the accommodations the student requests, the office staff is quite good at talking it through with you to determine what is in the student's best interest that fits with the delivery of the course.

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

Should you have a student with writing problems, the University Writing Center provides writing services to students (both undergraduate and graduate), at no charge. If you are teaching a writing-intensive course, you may find it useful to send your students to them for consultation.

Notes:

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).

This syllabus is a contract by staying in this class you agree to this contract and all of its provisions.