PSYCHOLOGY 333 INTRODUCTION TO INDUSTRIAL/ORGANIZATIONAL PSYCHOLOGY

Fall, 2019 Section 001

Robinson B 224

1:30-2:45 pm, Monday and Wednesday, August - December, 2019

**Instructor**: Prof. L. E. Tetrick

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**Office Hours**: 12:15 - 1:15 pm Monday and by appointment

**Official Communications via GMU E-mail**: Mason uses electronic mail to provide official information to students. Examples include communications from course instructors, notices from the library, and notices about academic standing, financial aid information, class materials, assignments, questions, and instructor feedback. Students are responsible for the content of university communication sent to their Mason e-mail account and are required to activate that account and check it regularly.

**Purpose**: This class provides an overview of industrial/organizational (I/O) psychology, which is one of the fastest growing areas of psychology. I/O psychology focuses on the science of understanding people’s behavior at work and the application of these scientific principles to enhance employee and organizational performance. In the course of the semester we will cover such phenomenon as the assessment of jobs and people, selecting and training employees, motivation at work, emotions and attitudes about work, and the social context of work.

**Objectives**: By the end of the semester, you should

* Understand how psychological theories can guide understanding of people’s behavior and experiences at work
* Better understand how research advances the development of safe and healthy work environments
* Be familiar with the scientist-practitioner model and professional associations supporting the field

**Text**:

Spector, P. E. (2017) Industrial and Organizational Psychology: Research and Practice, 7th Edition.

You have two options available through Mason’s bookstore:

1) the print book: **ISBN 9781119304708**

2) eBook Registration Card. **ISBN: 9781119299028**

Be sure that you get the 7th edition.

**Organization of Class**: We will take an action learning approach in which students are expected to have read the assigned readings before class. During class we will discuss the material and engage in experiential exercises to help clarify the understanding of the material.

**Course website and technology**:

Supplemental course materials will be posted on Blackboard. Please check Blackboard frequently. If you are not familiar with Blackboard, there are courses through GMU ITU to help. The Blackboard site also offers help and access to training courses. You can access Blackboard at <https://mymasonportal.gmu.edu>. We will also be using Powerpoint and DocCam presentations and the internet to locate some information during class.

**Grades**:

Grades will be determined based on the following:

* Short quizzes: There will be 4 brief quizzes of 15 multiple choice/short answer questions that will take no more than 15 minutes. Questions on the exams will be based on the lectures, learning activities, and the textbook. Further details will be provided closer to the exams. I will drop your lowest grade, resulting in a total of 45 points. If you miss an exam either because you were absent or arrived late, you will receive a grade of 0 on that exam. Only University approved excuses (i.e., death in the family, severe illness, hospitalization, etc.) allow students to make up assignments. All approved excuses or requests for extensions must be accompanied by signed documentation verifying the reason for missing the assignment. Excuses such as poor internet connection, power outage, forgot the due date, etc. will not be accepted and will result in a grade of 0 on that assignment.
* Participation: You have chosen to take this class - hopefully because you want to learn more about I/O psychology. Class attendance is important and we will be completing several in-class activities to help foster learning. Students are responsible for all of the materials and assignments covered in class as well as assigned readings. If you miss an in-class assignment, it cannot be made up at a later date.
* There will be activities in class in which you will work with 3 or 4 other students. You will be expected to create a brief report, which all students in your group will sign and turn in for credit. If you are absent that day or need to leave early, you will not receive credit for participating.
* Extra credit: You may earn up to 5 additional points by participating in Psychology Department research studies (see <https://gmu.sona-systems.com/>

Quizzes: 45 points dropping the lowest grade
Participation activities credits: 40 points (8 activities worth 5-point each)

Total points: 85 points
Extra credit: 5 points maximum
 Total points: 85

**Undergraduate Grading Scale**

|  |  |  |  |
| --- | --- | --- | --- |
| **Grade** | **Percentage** | **Quality Points** | **Undergraduate Courses** |
| A+ | 97-100 | 4.00 | Passing |
| A | 93-96 | 4.00 | Passing |
| A- | 90-92 | 3.67 | Passing |
| B+ | 87-89 | 3.33 | Passing |
| B | 83-86 | 3.00 | Passing |
| B- | 80-82 | 2.67 | Passing |
| C+ | 77-79 | 2.33 | Passing |
| C | 73-76 | 2.00 | Passing |
| C- | 70-72 | 1.67 | Passing |
| D | 65-69 | 1.00 | Passing |
| F | 64 and under | 0.00 | Failing |

**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](http://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.)

**Class Cancellation**

If I need to cancel class due to an illness or personal emergency, I will send an email to the class as soon as possible. If Mason closes for any reason, I will send an email to the class confirming whether or not the class will be held. If class is cancelled, any revisions to the syllabus or changes to class assignments will be announced in class and via email.

**Add/Drop/Withdraw Deadlines**:

9/3 last day to add and last day to drop with no tuition penalty

9/9 last day to drop (no tuition penalty)

9/10-9/17 drop period with 50% tuition refund

9/18-9/30 web withdrawal period (100% liability)

10/1-10/29 selective withdrawal period (100% tuition liability

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

**Tentative Course Calendar**

This is a tentative calendar and may change throughout the semester. Any changes will be announced in class and sent via email to class members. You should read the assigned readings before the class where we begin discussing that reading.

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Topic | Reading | Assignment/Quiz |
| 8/26 | Introduction to Class |  |  |
| 8/28 | What is I/O psychology? | Chp 1 |  |
| 9/2 | Labor Day Holiday |  |  |
| 9/4 | What is I/O psychology? | Chp 1 |  |
| 9/9 | Research Methods | Chp 2 |  |
| 9/11 | Research Methods | Chp 2 |  |
| 9/16 | Job Analysis | Chp 3 |  |
| 9/18 | Job Analysis | Chp 3 |  |
| 9/23 | Performance Appraisal | Chp 4 |  |
| 9/25 | Performance Appraisal | Chp 4 |  |
| 9/30 | Assessment Methods | Chp 5 | Quiz 1 cc 2-4 |
| 10/2 | Assessment Methods | Chp 5 |  |
| 10/8 | Selection of Employees | Chp 6 | Note. This is a Tuesday. |
| 10/9 | Selection of Employees | Chp 6 |  |
| 10/14 | Training | Chp 7 |  |
| 10/16 | Training | Chp 7 |  |
| 10/21 | Motivation | Chp 8 | Quiz 2 cc 5 - -8 |
| 10/23 | Motivation | Chp 8 |  |
| 10/28 | Feelings about Work | Chp 9 |  |
| 10/30 | Feelings about Work | Chp 9 |  |
| 11/4 | Productivity | Chp 10 |  |
| 11/6 | Productivity | Chp 10 |  |
| 11/11 | Occupational Health Psych | Chp 11 |  |
| 11/13 | Occupational Health Psych | Chp 11 |  |
| 11/18 | Groups and Teams | Chp 12 | Quiz 3 cc 9-11 |
| 11/20 | Groups and Teams | Chp 12 |  |
| 11/25 | Leadership | Chp 13 |  |
| 11/27 | Thanksgiving Break |  |  |
| 12/2 | Leadership | Chp 13 |  |
| 12/4 | Organizational Development | Chp 14 |  |
| 12/9 | Organizational Development | Chp 14 |  |
| 12/10 | Reading Day |  |  |
| 12/13 | Final Exam |  | Quiz 4 cc12-13 |