

The University of Texas at Dallas
Course Syllabus

Course Information

Course Section/Number PSY4332.001 / 21392
Course Title **PSYCHOLOGY IN THE WORKPLACE**
Term Spring 2017
Days & Times **Mondays, 1 pm – 3:45 pm**
Location Callier Richardson Addition (CRA) 12.110

Professor Contact Information

Professor Dr. Gretchen Ladd
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Office Hours Before and after class
Other Information Email is the fastest and best way to reach me. Please put the course name in your subject line [PSY Workplace] and use your UTD email account.

Course Prerequisite: PSY 2301 Introduction to Psychology

Course Description: This course examines scientific knowledge about effective behavior in the workplace and provides practical ways to improve behavioral skills. Topics include organizational culture, leadership and power, workforce diversity, ethics, performance management, motivation and productivity at work, and organizational change.

Student Learning Objectives/Outcomes

- 1) Goal 1.1 Knowledge Base in Psychology: Describe and explain the nature of Industrial/Organizational psychology as a scientific discipline.
 - 2) Goal 1.3 Knowledge Base in Psychology: Describe, apply, and analyze three selected content areas within Industrial/Organizational psychology
 - 3) Goal 2.1 Scientific Inquiry and Critical Thinking: Identify and explain different research methods used by Industrial/Organizational psychologists
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Required Textbook

Aamodt, Michael G. (2016). *Industrial/Organizational Psychology, An Applied Approach, 8th edition*. Boston, MA: Cengage Learning, ISBN: [978-1-305-11842-3](https://www.cengage.com/ISBN/9781305118423)

Assignments & Academic Calendar

Exams: We will have three non-cumulative exams based on the readings, class lectures, class discussions and handouts given during class. Exams will consist of multiple choice. **Pick up three (3) Exam System II #229630 answer sheets for exams. You must bring your answer sheet (and your #2 pencils) to each scheduled exam.** There is no final (cumulative) exam.

In-Class Assignments: Ten assignments are distributed throughout the semester of which nine are counted towards students' grades. Assignments are each worth three points. Assignments must be turned in at the end of class that same day. Students not in attendance cannot make up the in-class assignment. Students can miss one class without penalty. It is the student's responsibility to manage missing class carefully as no make-ups on assignments are allowed.

DATE	TOPIC	READING
January 9	Introduction to I/O Psychology	Chapter 1
January 16	No Class (MLK Jr Holiday)	
January 23	1) Job Analysis and Evaluation 2) In-Class Assignment	Chapter 2
January 30	1) Employee Selection: Recruiting and Interviewing 2) In-Class Assignment	Chapter 4
February 6	1) Employee Selection: References and Testing 2) In-Class Assignment	Chapter 5
February 13	Exam #1 (Chapters 1,2,4,5)	
February 20	1) Review prior exam 2) Evaluating Employee Performance 3) In-Class Assignment	Chapter 7
February 27	1) Employee Motivation 2) In-Class Assignment	Chapter 9
March 6	1) Employee Satisfaction and Commitment 3) In-Class Assignment	Chapter 10
March 13	No Class (Spring Break)	
March 20	1) Leadership 2) In-Class Assignment	
March 27	Exam #2 (Chapters 7,9,10)	Chapter 12
April 3	1) Review prior exam 2) Legal Issues in Employee Selection 3) In-Class Assignment	Chapter 3
April 10	1) Stress Management: Dealing with the Demands of Life and Work 2) In-Class Assignment	Chapter 15
April 17	1) Prep for Exam 2) In-Class Assignment	
April 24	Exam #3 (Chapters 12,3,15)	

Grading Policy: Grades are comprised of the following:

Exam 1: 24% of final grade

Exam 2: 23% of final grade

Exam 3: 24% of final grade

In-Class Assignments: 27% of final grade

Participation: 2% of final grade

Extra credit: 3% added to final grade

Grades are as follows:

A: 90% to 100%

B: 80% to 89%

C: 70% to 79%

D: 60% to 69%

F: grades below 60%

Minus grades will be given for grades that end in "0".

Course & Instructor Policies

Make Up Exams are at the Testing Center:

All students are required to be present at exams. Make-up exams will be given only if you were seriously ill (documentation from a physician is required) or you made arrangements prior to the exam to attend an urgent family affair (e.g., funeral) or religious holy day. You must notify me in advance of the exam or else you receive a failing grade on the exam. It is your responsibility to make up the exam within one week of the scheduled exam time. Make up exams are held at the testing center. Appointments are required at the testing center. You must notify this instructor that you will be making up the exam. **See their website at <http://www.utdallas.edu/studentsuccess/testingcenter/TC-student-ntk.html> for more information.**

Class Attendance: Students can miss one class without penalty as more assignments are distributed throughout the semester than are counted towards this section of the grade. It is the student's responsibility to use an absence carefully as no make ups on assignments are allowed.

Extra Credit – Current Event Presentation:

Students have the opportunity once during the term to present to the class a recent (within the last two weeks) news article detailing an organizational principle as it is applied to a real-life company. Students must sign up at least one week prior to the date to be presented on. No more than three students can present on a given date. Presentations occur throughout the semester, except on exam days.

Acceptable media sources include online and print media. Student must bring an article to class with appropriate references (date, source, author, etc.). In a three to five minute presentation, students will address the following points:

1. Brief description of the article including who/what/when/where/why. Be sure to include a description of the organizational principle notated in the article. (1 point)
2. How is the principle applied (i.e., consistently or inconsistently as the textbook describes)? Are the results effective? How are the results measured? (1 point)
3. What two questions would you ask the company to help understand the application or the results of the principle better? Why? (1 point)

Total possible points: 3. See Scoring Rubric at end of syllabus for more details about grading.

Students can include multi-media at their discretion. However, multi-media cannot make up more than one minute of the presentation, and students are responsible for the set up and delivery.

Comet Creed

This creed was voted on by the UT Dallas student body in 2014. It is a standard that Comets choose to live by and encourage others to do the same:

“As a Comet, I pledge honesty, integrity, and service in all that I do.”

UT Dallas Syllabus Policies and Procedures

The information contained in the following link constitutes the University’s policies and procedures segment of the course syllabus.

Please go to <http://go.utdallas.edu/syllabus-policies> for these policies.

The descriptions and timelines contained in this syllabus are subject to change at the discretion of Dr. Ladd.

Scoring Rubric for Extra Credit Presentation on a Current Event

Student Name: _____ Date: _____

Scoring Criteria	Total Points	Score
Brief description of the article including who/what/when/where/why. Be sure to include a description of the organizational principle notated in the article.	1	
How is the principle applied (i.e., consistently or inconsistently as the textbook describes)? Are the results effective? How are the results measured?	1	
What two questions would you ask the company to help understand the application or the results of the principle better? Why?	1	
Total Points	3	