

Industrial, Work & Organizational Psychology

PSYC 306
Summer 2019

Terms and conditions in the syllabus are subject to change. Changes will be made when there is a necessity and with prior announcement to students.

Instructor : Prof. Dr. Zeynep Aycan – www.zeynepaycan.net
Office : SOS 210
Phone : ext. 1353
e-mail : zaycan@ku.edu.tr
Teaching assistant (TA): Elif Gizem Demirağ (edemirag@ku.edu.tr)

Course Overview and Objectives

Industrial, work and organizational psychology (IWOP) is one of the most popular applied fields in psychology in the world. However, this field is not sufficiently known among Psychology students in Turkey.

The primary aim of this course is to introduce this important field to Psychology students in Turkey and explaining that IWOP goes beyond 'serving the capitalist system'. It has a huge potential to contribute to welfare of individual, organizations, and societies as a whole.

IWOP utilizes scientifically based psychological principles and research methods to study a variety of topics important to understanding human behaviour in many different types of organizations. As such, IWOP is relevant to virtually anyone who encounters organizations of any type in his/her life span.

The field of IWOP has a dual nature. First, it is the science of human behaviour in organizational setting. This aspect ties it to other areas of psychology, such as experimental and social. Second, IWOP is the application of psychological principles of organizational and work settings. What makes IWOP psychology a good example of how society can benefit from study of psychology is this unique correspondence between science and application.

We will cover a wide variety of topics in this class from both industrial and work side (e.g., job analysis, performance appraisal and compensation, fairness in personnel decision making, staffing, training) and organizational side (work teams, job attitudes, personality, motivation, leadership, union-management relationships, etc.). There are four main objectives of this course:

1. to review the discipline of IWOP, developing an acquaintance with the main topics, principle characters, and leading theories in the field.
2. to encourage students consider a career in this field.
3. to gain introductory understanding of the research methods used to study human behaviour and experience in organizational settings.
4. to learn how findings of psychology can be applied to address issues concerning human behaviour in workplace.
5. to examine the implications of the issues dealt with in this course for Turkish work organizations.

Course structure

This summer course will utilize a hybrid teaching approach, comprising an on-line and in-class components.

The theoretical aspects of the course will be presented in video format. Students will be required to **watch videos of lectures (in English) by Prof. Aycan and read relevant chapters** from the textbook before coming to class on Thursday of every week, for five weeks.

The class time on Thursdays (between 13.00-16.30 pm @ Koc University Rumeli Feneri Main Campus) will be devoted to critical discussion of the topics, analyses of cases, exercises related to the topics at hand, and VPADs (see below for an explanation of VPAD).

Requirements & Evaluation

Class participation: Participation does not mean only mean attendance. It means participation actively in class discussions that will be held on very Thursday of 5 weeks. **Missing 2 classes on Thursdays will result in an automatic F grade.**

Although lecture videos are **in English**, class discussions will be conducted **in Turkish**. During class discussions, you are expected to share experiences and opinions about the topics and raise critical thinking questions. Your participation in class discussions will be evaluated on the basis of the following criteria:

- a. *Quality* of your participation: Bringing new and interesting perspectives to the attention of the class; giving relevant and interesting examples (preferably from your own experiences); questioning and challenging the course materials or IO practices that are explained in case presentations.
- b. *Quantity* of your participation: Participating as much as possible, but not dominating the class discussions. To give everyone a fair chance of participation, the instructor reserves the right to allow someone else, instead of you, to talk or to ask to wrap up your point if it is too lengthy.
- c. *Quality of your listening*: Listening attentively; not talking with each other during lectures and case presentations.
- d. *Manner* of discussion: Making constructive criticisms; expressing your disagreements in a respectful manner; not being argumentative or cynical; not trying to be the 'winner' of the discussion; being able to say 'you are right; I was wrong' or 'good point; I haven't thought about it myself'.

Exam: There will be one cumulative exam to assess your knowledge on the course. The exam will cover all topics of the class and will be comprised of multiple choices, true-false and short essay questions. **The exam will be held on Sunday (morning) of August 4, 2019.**

VPAD: During in-class discussions, there will be a few questions testing whether or not (1) you watched the relevant videos and read the textbook, (2) you are able to critically think about the topics and synthesize the knowledge.

You will download a free software called VPAD that operates on your smartphone to answer the questions reflected on the board. If you don't use a smartphone, a clicker will be provided to you by the Instructor. Please note that there is no makeup for the missed VPADs.

Applied projects: There will be **3 applied projects**: (1) **Job analysis with an employee**: For this assignment you are required to conduct a job analysis with an employee and write a short job description based on your analysis report. (2) **Preparation of structural interview question**: In this assignment you are expected to construct a hypothetical work place dilemma and use it to prepare a structural interview question that can be used for employee selection. (3) **Motivation collage**: In this assignment you will ask an employee to do a collage to represent the factors that would motivate and

demotivate him or her in his/her present job. You are required to write a 1-2 page long paper explaining the collage in relation with the knowledge that you obtained in the lectures.

In all of these projects, you are expected to apply your knowledge to practice and identify the overlaps as well as gaps between so-called "theory" and "practice".

Evaluation

1. Class participation	15 %
2. Exam	30 %
3. VPADs	20 %
4. Applied projects (total)	35 %

Grading scheme

89.00 - 100	A
85.00 - 88.99	A-
82.00 - 84.99	B+
77.00 - 81.99	B
74.50 - 76.99	B-
71.00 - 74.49	C+
66.00 - 70.99	C
60.00 - 65.99	C-
56.50 - 59.99	D+
45.00 - 56.49	D
0 - 44.99	F

Course Materials

Spector, P. (2016). Industrial and organizational Psychology (6th Ed.). USA: Wiley (required)

Aycan, Z., Kanungo, R.N., & Mendonca, M. (2014). Kültürlerarası bağlamda örgütler ve yönetim. İstanbul: Koç University Press. (optional)

<http://www.siop.org>

<http://www.shrm.org>

<https://www.peryon.org.tr/>

<http://gohwp.org/>

Academic Honesty

Honesty and trust are important to all of us as individuals. Students and faculty adhere to the following principles of academic honesty at Koc University.

1. Individual accountability for all individual work, written or oral. Copying from others or providing answers or information, written or oral, to others is cheating.

2. Proper acknowledgment of original author. Copying from another student's paper or from another text without written acknowledgment is plagiarism.

3. Student or project group activity is effective and authorized teamwork. Unauthorized help from another person or having someone else write one's paper or assignment is collusion.

Course Content

You are required to watch the videos and read relevant chapters from the textbook **before coming to class** on Thursdays of the following 5 weeks. Please note that **we will not repeat** the videos or textbook materials during our meetings on Thursdays. Therefore, it is critical for your learning that you come to class prepared.

The videos are labeled the same as the topic names in the below table. **For example**, before coming to class on July 2, you are required to watch the videos labelled as "Intro to IWOP: Scope and careers", "Job analysis", and "Recruitment". You are also required to find the relevant chapters in the textbook and read those ahead of time.

Week of July 1	Intro to IWOP: Scope and careers
	Job Analysis
	Recruitment
Week of July 8	Selection and placement
	Performance management
Week of July 15	Training & development
	Motivation
Week of July 22	Employee attitudes
	Teamwork
Week of July 29	Leadership
	Employee health & Safety
Sunday, August 4 2019	Exam