

**Dr. Lisa Kath**

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Office hours: Tue 3:30-4:30pm, Wed 3-4pm, or by appointment

I encourage you to stop by my office hours if you have any questions, problems, or suggestions about the course, or if you want to discuss your career interests or graduate school. Please don't wait until the end of the semester to see me about problems you are having with the class - by then, it is often TOO LATE for me to help you.

**Required text:** Landy, F. J., & Conte, J. M. (2007). Work in the 21st Century: An Introduction to Industrial and Organizational Psychology. Malden, MA: Blackwell Publishing. (\$110)

For additional info, see <http://www.blackwellpublishing.com/landyconte2e/>

**Teaching assistant:** Lacey Wilson ([laceywilson@gmail.com](mailto:laceywilson@gmail.com)) - office hours by appt.

**Learning objectives:**

This course is intended to introduce students to the wonderful world of industrial-organizational (I-O) psychology. We will cover major theories and current research, as well as how research findings are applied in the workplace. Specifically, you will learn to...

- Define 'industrial-organizational psychology' to friends, family, coworkers, etc.
- Summarize recent developments in research, theory, and practice in I-O psychology
- Critically assess I-O psychology-related readings
- Identify situations at work related to I-O psychology topics
- Apply I-O psychology research findings and theories to the workplace

**Format:**

The course will be primarily lecture-based, with as many opportunities for discussion and small-group exercises as the class size allows. To avoid listening to me talk nonstop for the entire semester, actively participate in discussions when opportunities arise. I welcome/encourage questions for clarification, more information, a better example, etc. I expect everyone to show respect for each other and to refrain from actions that might reduce the quality of students' learning experiences. Cell phones should be turned off. Finally, you are expected to do the reading before class, so I can spend more time on the fun stuff (application, controversies) than the straightforward stuff (definitions).

**Blackboard:**

The course website is part of the Blackboard system (<http://blackboard.sdsu.edu>). Course materials (syllabus, review sheets for exams, lecture outlines) and grades will be posted there for your convenience; you need not access Blackboard to do well in the course. Review sheets will be posted the day after they are handed out in class. Lecture outlines will be posted by 5pm the day before class. Obtaining lecture outlines is not a substitute for coming to class. Rather, outlines are intended to be an aid in taking notes during lectures. → If you have trouble with Blackboard, please go to the "student help" section.

**Specific Accommodations:**

Students who need accommodation of their disabilities should contact me privately, well before the first exam, to discuss specific accommodations for which they have received authorization. If you have a disability, but have not contacted Disabled Student Services at 619-594-6473 (Calpulli Center - Suite 3100), please do so before seeing me.

### Exams:

There will be three midterm exams during the semester, along with a comprehensive final exam. Exams will be in multiple-choice format. The exams are designed to assess your knowledge of material from the lectures and the textbook. The three midterm exams are not intended to be cumulative, but they may incorporate some material from previous exams. The optional final exam will be cumulative (it will cover material from the entire semester). I will give you review sheets for each exam, so there should be no surprises.

- Please bring skinny red ParSCORE forms and at least two No. 2 pencils to each exam.
- Each exam is worth 100 points.
- Your three highest exam scores will be counted toward your final course grade.
- **No makeup exams will be given.**

You will not be permitted to take an exam if you arrive after the first person has turned in his/her exam. The exam will be over at the end of the allotted time, regardless of when the exam was started. There will be NO EXCEPTIONS to this policy!

### Application assignments: 10 X 10 points = 100 points

There will be 12 short application assignments throughout the semester, worth 10 points each. The assignment is due exactly ONE WEEK after the class in which it was assigned, to be turned in at the beginning of the class period. One point will be deducted for those turning them in at the end of class. Two points will be deducted for each 24 hour period after the end of the class in which it was due. Maximum credit for the assignments is 100 points; you may drop your two lowest application assignment scores. No makeups will be given.

**Final Grading Scale:** The final grading scale based on total percentage for the 3 exams and the 10 application assignments.

90-100% = A = Exceptional work, not merely fulfilling the requirements.

80-89% = B = Very good work, demonstrating thorough preparation and execution.

70-79% = C = Good work that fulfills all the requirements of the assignment.

60-69% = D = Below average, either in terms of completeness or preparation/execution.

59 or below = F = Unacceptable work.

Within letter grades, 80-82=B-, 83-86=B, and 87-89=B+.

**Plagiarism and Academic Integrity.** It is not expected that plagiarism or other forms of academic dishonesty will be encountered in the class. To minimize the possibility of plagiarism, it is worth clarifying some points about plagiarism:

Stealing others' work (for example, copying others' test answers or papers) and passing it off as your own is an example of plagiarism. It is also plagiarism in academic writing to present others' ideas as if they were your own. To avoid the appearance of plagiarism in written work, it is important to reference the sources of your ideas so as to keep clear the difference between others' ideas or arguments and the ideas or arguments that are uniquely yours.

Working together is not an excuse for plagiarism; assignments that are unusually similar will be treated as a case of plagiarism, and all involved students will receive zero points for that assignment.

Plagiarism and cheating in any form will not be tolerated, and will be dealt with through the appropriate channels. See me if you have any questions about what constitutes plagiarism or other violations of academic integrity policy.

**Attendance:**

Out of respect for your fellow classmates and me, please do your best to be on time for the lectures. If you are late, then enter as quietly as possible without speaking to your neighbors about the things you have missed so far. These discussions should occur outside of class.

If you miss a class, you are responsible for the material covered during that class, including any handouts, changes to the class schedule, or other information given out. Please make sure that you have e-mails/phone numbers of your fellow classmates so that you can obtain any notes or information if needed; I do not have lecture notes for distribution.

- Exams will include material covered in class that may not be included in the textbook.
- Extra credit assignments will be offered throughout the semester but are *only* available to those in attendance. Attempts to turn in extra credit for assignments you were not present for will be considered as cases of academic dishonesty.

| Date        | Topic  | Reading         |
|-------------|--|-----------------|
| Sep 2       | Overview of course                             |                 |
| Sep 4 & 9   | What is I/O psychology and how do we study it? | Ch. 1 & 2       |
| Sep 11      | How do people differ?                          | Ch. 3.1 & 3.2   |
| Sep 16      | How do we measure differences?                 | Ch. 3.3 - 3.5   |
| Sep 18 & 23 | How do we define job performance?              | Ch. 4           |
| Sep 25 & 30 | How do we evaluate employees?                  | Ch. 5           |
| Oct 2       | EXAM 1 - Chapters 1-5                          |                 |
| Oct 7 & 9   | How do we decide whom to hire?                 | Ch. 6           |
| Oct 14 & 16 | How can we help people improve?                | Ch. 7           |
| Oct 21 & 23 | How can we motivate people?                    | Ch. 8           |
| Oct 28 & 30 | How do people feel about their work?           | Ch. 9           |
| Nov 4       | EXAM 2 - Chapter 6-9                           |                 |
| Nov 6       | How can we keep workers healthy and safe ?     | Ch. 10          |
| Nov 13      | How can we treat people fairly ?               | Ch. 11.1 & 11.2 |
| Nov 18      | What is the big deal about diversity ?         | Ch. 11.3        |
| Nov 20 & 25 | What does it mean to be a leader?              | Ch. 12          |
| Nov 27      | - THANKSGIVING -                               |                 |
| Dec 2       | What is the bigger picture of organizations?   | Ch. 14.2-14.3   |
| Dec 4 & 9   | How do people effectively work together?       | Ch. 13          |
| Dec 11      | EXAM 3 - Chapters 10-14                        |                 |
| Dec 16      | FINAL EXAM - Chapters 1-14                     | 10:30-12:30pm   |

Note: Dates and topics on this schedule are tentative and subject to change. Students are responsible for any additional topics or material announced in class and/or indicated in a review sheet.

**Just can't get enough? Additional resources to learn more about I-O psychology:**

Society for Industrial and Organizational Psychology - [www.siop.org](http://www.siop.org)

Academy of Management - <http://www.aomonline.org/>

Society for Human Resource Management - [www.shrm.org](http://www.shrm.org)

American Society for Training and Development - [www.astd.org](http://www.astd.org)

**Journals:**

- Personnel Psychology
- Journal of Applied Psychology
- Academy of Management Journal & Academy of Management Review
- Organizational Behavior and Human Decision Processes