

PSYCHOLOGY 4113  
Industrial/Organizational Psychology

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### WHAT TO EXPECT IN THIS COURSE

One of the professions that is often pursued by graduates from undergraduate psychology programs is human resources. This course in Industrial/Organizational (I/O) Psychology is intended to provide part of your preparation for such a career choice. Graduate study in I/O Psychology is also increasingly popular as a specialty for those who decide to pursue a masters or doctoral degree in psychology after completing their undergraduate degree. The course you've enrolled in is intended to give you a taste of what that specialty would be like so that you can make an informed decision. The field of I/O Psychology began as a very narrow discipline, but gradually evolved to cover a wider and wider variety of topics. I've sometimes remarked that those who can't find anything of interest in I/O Psychology probably aren't interested in psychology!

This is an asynchronous online course. In other words, it is a collection of prerecorded lecture videos. The course has never before been taught in this format at Midwestern State University, so there'll probably be some bumps along the way. For instance, I can tell you which topics will be covered on each of the four tests, but I can't tell you exactly when the tests will be scheduled. Having said that, I'll try to give you a one-week advance notice before each of our four tests. My plan is to create about three (more or less) 45-55 minute lectures each week. Those recorded lectures will be available to you on D2L. If you attended MSU during the COVID days, you're already familiar with the D2L platform. If not, you should have received some training during your orientation. If you have questions about D2L, I'd be the worst possible person to ask! Really. However, we've got a very responsive distance education staff that can be reached by email: [D2Lhelp@msutexas.edu](mailto:D2Lhelp@msutexas.edu). They'll be able to answer all of your questions about the mechanics of using D2L. As I post instructional videos to D2L I'll send notifications by email. Of course you can always just look to see if there's something new. It's easy to fall behind in a course like this one. Don't let that happen. Try to develop a regular viewing schedule. Otherwise you may put things off and find yourself viewing a dozen videos the night before a test.

Before I list course topics and reading assignments, let me caution you that I have made no attempt whatsoever to make my lectures follow the organization or content of the textbook. Having taught I/O for quite a few years and having done a bit of I/O

consulting myself, I've developed my own ideas about how the course ought to be taught. You will find that there is quite a lot of overlap between lectures and the text, but you'll also find a lot of differences. You should certainly read the assigned sections of the text, but remember that tests will be based on what I've covered in lectures. If you're thoroughly familiar with the lectures, you should do just fine in the course.

TOPICS	READINGS
Introduction	Chapter 1
Review of Psychometrics	no assigned reading
Recruitment	Chapter 3
Employee Selection	Chapter 4
TEST 1	
Employee Placement	no assigned reading
Performance Appraisal	Chapter 5
TEST 2	
Program Evaluation	Chapter 2
Training	Chapter 6
Enhancing Employee Creativity	no assigned reading
TEST 3	
Stress Management	Chapter 9
Motivation	Chapter 7
Job Satisfaction	Chapter 8
Engineering Psychology	no assigned reading
Leadership	Chapter 14

(Note: In teaching this course face-to-face, we often find that some of these topics either don't get any coverage at all or have to be abbreviated due to time constraints.)

#### TEST 4

#### TESTS

Although you'll have considerable flexibility in deciding when to view the instructional videos, there will be less flexibility in the scheduling of tests. Each of four tests will be available online through D2L for a period of 24 hours. Once you open a test, you'll have 50 minutes in which to complete it, but you can do that at any point during the 24-hour window of opportunity. Test 4 will be our "final" exam only in the sense that it will be

our last exam. Like all other tests, it will cover just the material that was examined since the previous test. Test 4 will be open from 8:00 am Central May 5 through 8:00 am May 6, which is the last regularly scheduled class day in the spring semester. We will handle makeup testing during the week of final exams. Specifically, I will make makeup tests available to you on D2L from 8:00 am May 8 through 8:00 am May 9.

## ATTENDANCE POLICY

There really can be no “attendance” policy for a class that no one attends! With that in mind, failing to take a test during the 24-hour period of time during which it is offered is considered an absence. Absences on days of tests will result in a one letter grade reduction of the test grade unless the test was missed for reasons of an excused absence.

University policy calls for absences to be excused only under the following circumstances:

1. the student provides a written excuse from a medical practitioner or MSU official stating that the student was unable to test on the day(s) of the absence;
2. the student provides a written excuse from a medical practitioner or MSU official stating that the student’s dependent child was ill on the day(s) of the absence;
3. the student provides a written excuse from an MSU official stating that the student was in attendance at a mandatory university function on the day(s) of the absence.

In order for an absence to be excused, the written excuse must be provided within one week of the absence. If this is not possible, the student must at least contact me with an explanation within one week of the absence.

Funerals, employment-related absences, illnesses not requiring medical attention, job interviews, family emergencies, automobile malfunctions, court appearances, etc. do not constitute excused absences under university policy. If you are unable to take a test for a good reason that isn’t covered by the university’s list, let me know what happened and I’ll consider it.

## GRADING

Each test will be scored on a percentage-correct scale as follows:

A = 90-100%

B = 80-89%

C = 70-79%

D = 60-69%

F = 59% and lower

Course grades will be based on the average of grades earned on the four tests using the same grading scale shown above.

## DISABILITIES

Individuals requiring special accommodations under the Americans with Disabilities Act should contact the Midwestern State University Office of Disabilities Services.

## MIDTERM PROGRESS REPORT

In order to help students keep track of their progress toward course objectives, I will provide the university with a Midterm Progress Report for each student. Only students who are identified as being at risk for earning course grades of D or F will then be notified by the university. Midterm grades will not be reported on the student's transcript, nor will they be calculated in the cumulative GPA. They simply give students an idea of where they stand at the midpoint of the semester. Students earning below a C at the midway point might want to consider seeking tutoring.