

PSYCHOLOGY 4113
Industrial/Organizational Psychology

Spring 2020

Instructor: G. M. Diekhoff
Office: OD-218
Phone: 397-4348
e-mail: george.diekhoff@mwsu.edu
Text: Schultz, D. & Schultz, S. (2010). *Psychology and Work Today* (10/e).
Upper Saddle River, NJ: PrenticeHall. (ISBN-13: 978-0-205-68358-1)

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TOPICS

READING ASSIGNMENTS

Introduction	Chapter 1
Recruitment, Selection, & Placement	Chapters 3, 4
Performance Appraisal	Chapter 5
Program Evaluation	Chapter 2
Training & Related Issues (Creativity, Stress Management)	Chapters 6, 12
Motivation, Job Satisfaction, and Organizational Development	Chapters 8, 9
Leadership	Chapter 7
Engineering Psychology	Chapter 13

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EXAMS

Four noncumulative exams will be given at approximately equal intervals throughout the semester. Tentative dates, subject to change, are February 14, March 11, April 15, and May 8. Each exam will test knowledge of material covered in class (and related reading) up to that date.

Makeup exams will be administered during final exam week: May 11, 8:00 am, in PY101.

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ATTENDANCE POLICY

Students are allowed 5 unexcused absences (as defined below) in this class. Each additional unexcused absence beyond these 5 will result in a lowering of the course grade by one-half letter grade.

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Students who miss the calling of the roll at the beginning of the class will be counted as absent for that day unless you alert me to your presence at the end of the class period to let me know you were only tardy. Students who leave class before dismissal will be counted as tardy for that day. Each tardy counts as one-half an unexcused absence.

There will be no grade penalty on exams missed because of an excused absence. There will be a one letter grade penalty on exams missed because of unexcused absences.

Absences are excused only under the following circumstances:

1. the student provides a written excuse from a medical practitioner stating that the student was unable to attend class on the day(s) of the absence;
2. the student provides a written excuse from a medical practitioner 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 official of Midwestern State University 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. Please reserve your 5 allowed absences to cover these situations.

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GRADING

Each exam 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 exams using the same grading scale shown above.

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DISABILITIES

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