

# PSY-1050: INTRODUCTION TO INDUSTRIAL/ORGANIZATIONAL PSYCHOLOGY

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## Cuyahoga Community College

### Viewing: PSY-1050 : Introduction to Industrial/Organizational Psychology

**Board of Trustees:**

2018-06-28

**Academic Term:**

Fall 2021

**Subject Code**

PSY - Psychology

**Course Number:**

1050

**Title:**

Introduction to Industrial/Organizational Psychology

#### **Catalog Description:**

Focuses on the application of research to the workplace and provides an overview of psychological principles as they relate to issues of industry and organizations. Topics include personnel selection, job analysis and design, job descriptions, training, motivational theories, job attitudes, performance appraisal, testing and assessment, teamwork, stress, workplace violence and U.S. employment laws related to personnel decisions.

**Credit Hour(s):**

3

**Lecture Hour(s):**

3

### **Requisites**

#### **Prerequisite and Corequisite**

None.

### **Outcomes**

#### **Course Outcome(s):**

Apply Industrial/Organizational (I/O) research to the workplace.

#### **Objective(s):**

1. Explain reliability and validity and how they are measured.
2. Evaluate the psychometric properties of selection tests.
3. Identify independent, dependent and confounding variables and explain how each is measured.
4. Evaluate research on selection and evaluation systems and determine its utility.

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#### **Course Outcome(s):**

Evaluate employee performance and personnel decisions.

#### **Objective(s):**

1. Create a performance appraisal system.
2. Describe potential rating errors that could result from performance appraisal.
3. Determine training needs of an organization.
4. Select appropriate training methods and design a training program.
5. Evaluate a training program.

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**Course Outcome(s):**

Increase employee performance through organizational behavior management.

**Objective(s):**

1. Explain theories of motivation and their relevance to job performance.
2. Apply motivational theories to goal setting.
3. Define and measure job attitudes.
4. Describe how teams function and potential problems relevant to teamwork.
5. Explain environmental determinants of job stress and workplace violence and describe techniques to improve/prevent them.
6. Describe techniques to enhance worker well-being.

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**Course Outcome(s):**

Conduct a job analysis to create a job description and job description and use them to design a personnel selection system.

**Objective(s):**

1. Design a personnel selection system by determining measurable performance dimensions.
2. Determine appropriate selection tests.
3. Describe different methods of using test data to make selection decisions.
4. Explain major US employment laws related to personnel decisions.
5. Interview employees as part of a job analysis.
6. Write Knowledge, Skills and Abilities (KSA) statements.
7. Determine compensable factors based on a job analysis.
8. Use O\*NET Online to locate general job descriptions.
9. Write a job description and determine compensable factors based on a job analysis.

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**Methods of Evaluation:**

1. Exams
2. Projects
3. Short Papers
4. Group Discussion

**Course Content Outline:**

1. CONCEPTS
  - a. Reliability and validity
  - b. KSAOs(Knowledge, Skills and Abilities and Other Requirements)
  - c. Performance domains and dimensions
  - d. Psychometric properties of tests
  - e. Variables in scientific research
  - f. Selection tests
  - g. Criterion development
  - h. Classification of predictors of job performance
  - i. Compensable factors
  - j. Using test data to make personnel decisions
  - k. Performance appraisals
  - l. Rating errors
  - m. Training needs analysis
  - n. Methods of training
  - o. Designing training programs
  - p. Training evaluation
  - q. Goal setting
  - r. Motivational theories
  - s. Job Attitudes and relevance to job performance
  - t. Job stress
  - u. Workplace violence
  - v. Worker well being
  - w. Team work and potential problems, including groupthink, social loafing, ineffective decision making
  - x. Leadership theories
2. SKILLS

1. a. Identify Independent, Dependent and Confounding Variables and how each are measured
- b. Evaluate research
- c. Interview employees as part of a job analysis
- d. Conduct a job analysis
- e. Use O\*NET Online to find job descriptions
- f. Define and evaluate a selection system
- g. Write a job description
- h. Determine compensable factors based on job analysis
- i. Write Knowledge, Skills, Abilities, and Other Requirements (KSAO) statements
- j. Evaluate KSAOs to determine measurable performance dimensions
- k. Identify and use different types of selection tests
- l. Select and use personnel rating format based on performance dimensions to be assessed.
- m. Determine training needs
- n. Choose training methods
- o. Design training programs
- p. Evaluate training outcomes
- q. Set goals using motivational theories
- r. Measure job attitudes
- s. Select techniques to cope with job stress and prevent workplace violence
- t. Select techniques to enhance worker well-being and productivity
- u. Select techniques to increase team performance and improve decision making

2. ISSUES
- a. The "Criterion Problem"
- b. EEO/legal issues/employment laws
- c. Affirmative Action
- d. Adverse Impact
- e. Workplace violence
- f. Worker well-being

## Resources

Rogelberg, S. G. (2005) *Handbook of research methods in industrial and organizational psychology*,Walden, Mass: Blackwell Publishers.

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Anderson, Neil; Ones, Deniz S.; Sinangil, Handan Kepir; Viswesvaran, Chockalingam. (2018) *Handbook of industrial, work and organizational psychology, Volume 2: Organizational psychology*,London: Sage Publications.

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Anderson, Neil; Ones, Deniz S.; Sinangil, Handan Kepir; Viswesvaran, Chockalingam. (2018) *Handbook of industrial, work and organizational psychology, Volume 1: Personnel psychology*,London: Sage Publications.

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American Psychological Association. (2014) *Standards for educational and psychological testing*,Washington, DC: American Psychological Association.

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Thomas, Jay C. Hersen, Michel. (2004) *Comprehensive handbook of psychological assessment Volume 4: Industrial and organizational assessment*,New York: Wiley.

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Riggio, R.E. (2013) *Introduction to Industrial/Organizational Psychology*,Upper Saddle River, NJ: Prentice Hall.

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Landy, Frank J. and Jeffrey M. Conte. (2016) *Work in the 21st Century: An Introduction to Industrial and Organizational Psychology*,Hoboken, NJ: John Wiley Sons, Inc.

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## Resources Other

1. Levy, P. Industrial/organizational psychology: Understanding the Workplace. Boston, MA: Houghton-Mifflin. 2003.
2. Riggio, R.E. (2013). *Introduction to Industrial/Organizational Psychology* (6th edition). Upper Saddle River, NJ: Prentice Hall.

3. Society for Industrial and Organizational Psychology. An Instructor's Guide for Introducing Industrial-Organizational Psychology. Washington, DC: Society for Industrial and Organizational Psychology. <http://www.siop.org/Instruct/inGuide.htm>
4. Uniform guidelines on Employee Selection Procedures. (2018) Biddle Consulting Group, <http://www.uniformguidelines.com/>

## **Instructional Services**

### **OAN Number:**

Ohio Transfer 36 TMSBS

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