



**Department of Psychology**  
**Psychology 423 (L60) – Organizational Psychology**  
**Summer 2011 – Course Outline**

---

|                      |                        |                           |                    |
|----------------------|------------------------|---------------------------|--------------------|
| <b>Instructor:</b>   | Wayne E. Ormond, Ph.D. | <b>Lecture Location:</b>  | SB 142             |
| <b>Phone:</b>        | 403-220-2242           | <b>Lecture Days/Time:</b> | Tuesday & Thursday |
| <b>Email:</b>        | weormond@shaw.ca       |                           | 18:00 to 20:45     |
| <b>Office:</b>       | A275D                  |                           |                    |
| <b>Office Hours:</b> | By appointment only    |                           |                    |

---

### **Course Description and Goals**

Understanding human behaviour within an organizational setting. Topics include: organizational culture, context, climate, communication, decision-making, motivation, learning, work groups, leadership and conflict.

### **Prerequisites**

Psychology 312 – Experimental Design and Quantitative Methods

### **Required Text**

Johns, G & Saks, A (2011) Organizational Behaviour: Understanding and Managing Life at Work (8th ed.). Pearson, Canada: Toronto.

This text is available in the University Bookstore.

**Please Note:** Students are expected to bring a magazine, newspaper, research or other article to the **first class** that speaks to a topic related to the course. Also, students are required to bring their text to each class for reference.

### **Evaluation**

There will be two examinations – one midterm and one final exam. The final exam will have a major emphasis placed upon material covered after the first exam. Both exams will be in multiple choice and True/False format and will include questions based on both the text and class material/discussions. Study aids (e.g., textbooks, class notes, and computers) will not be allowed in the exams. Students will also be required to submit a short applied paper (see below). The distribution of grades is as follows:

### **Assignment/Exam Percentage Value Date**

| <b>Assignment/Exam</b> | <b>Percentage Value</b> | <b>Due Date</b> |
|------------------------|-------------------------|-----------------|
| Midterm Exam           | 35%                     | July 28, 2011   |
| Applied Paper          | 30%                     | August 16, 2011 |
| Final Exam             | 35%                     | <b>TBA</b>      |

**What is an Applied Paper?** Students will be expected to submit a short applied paper on the class topic of their choice. Topics can be derived from outside research, personal experience, outside textbook readings, class discussion or assigned readings. Such papers are meant to propose process or practice improvements to a current or past organizational practice based on the student's personal work experience. As such they need to clearly articulate the "as is" process/practice and the suggestions or recommendations for improvement or implementation. Papers should be no more than 5 pages double spaced, not including references, appendices or cover page. Students are also required to support their perspective and recommendations with outside references where appropriate (from peer-reviewed journals or published books). Papers must be in APA format.

**Electronic submission of assignments/exam papers: Papers should be handed in either in class or into the green box outside Admin 275. E-mailed assignments are NOT acceptable.**

In the event that you must submit an assignment electronically, I will use the date I receive the assignment in my mailbox to determine the late penalty but will only grade the assignment once I receive a hardcopy. No hardcopy, no grade. It is your responsibility to ensure that I receive all assignments/exam papers. Late assignments will be assessed a penalty of 10% per day, including weekends. Early assignments may be handed in to the same locations as late assignments (but will of course not be assessed a late penalty).

### Grading Scale

|    |         |    |        |    |        |    |        |
|----|---------|----|--------|----|--------|----|--------|
| A+ | 96-100% | B+ | 80-84% | C+ | 67-71% | D+ | 54-58% |
| A  | 90-95%  | B  | 76-79% | C  | 63-66% | D  | 50-53% |
| A- | 85-89%  | B- | 72-75% | C- | 59-62% | F  | 0-49%  |

As stated in the University Calendar, it is at the instructor's discretion to round off either upward or downward to determine a final grade when the average of term work and final examinations is between two letter grades.

To determine final letter grades, final percentage grades will be rounded up or down to the nearest whole percentage (e.g., 89.5% will be rounded up to 90% = A; but 89.4% will be rounded down to 89% = A-).

### Schedule of Topics:

| Date             | Topic  | Readings*                                |
|------------------|--|--|
| T July 5         | Course Overview; Introduction to OB  | Chapter 1                                |
| R July 7         | Personality & Learning in Organizations  | Chapter 2                                |
| T July 12        | <ul style="list-style-type: none"> <li>Perception, Attribution &amp; Diversity</li> <li>Last day for registration/change of registration and last day to drop a course with tuition refund.</li> </ul> | Chapter 3                                |
| R July 14        | Values Attitudes & Work Behaviour  | Chapter 4                                |
| T July 19        | Theories of Motivation   | Chapter 5                                |
| R July 21        | <ul style="list-style-type: none"> <li>Motivation in Practice</li> <li>Exam Prep</li> </ul>  | Chapter 6                                |
| <b>T July 26</b> | <b>No Class</b>  | <b>N/A</b>                               |
| <b>R July 28</b> | <b>Midterm Exam</b>  | <b>All readings and lectures to date</b> |
| T Aug 2          | <ul style="list-style-type: none"> <li>Groups &amp; Teamwork</li> </ul>  | Chapter 7                                |

|          |   |  |
|----------|---|--|
| R Aug 4  | <ul style="list-style-type: none"> <li>• Social Influence, Socialization &amp; Culture</li> <li>• Exam Review</li> </ul>                              | Chapter 8  |
| T Aug 9  | Leadership  | Chapter 9  |
| R Aug 11 | Communication   | Chapter 10   |
| T Aug 16 | <ul style="list-style-type: none"> <li>• Conflict &amp; Stress</li> <li>• <b>Applied Paper Due On OR Before Today</b></li> <li>• Exam Prep</li> </ul> | Chapter 13   |
|          | <b>Final Exam – Date TBA</b>  | <b>All readings and lectures AFTER the midterm</b> |

\*Please bring your text to each class for reference.

### **Reappraisal of Grades**

A student who feels that a piece of graded term work (e.g., term paper, essay, test) has been unfairly graded, may have the work re-graded as follows. The student shall discuss the work with the instructor within 15 days of being notified about the mark or of the item's return to the class. If not satisfied, the student shall immediately take the matter to the Head of the department offering the course, who will arrange for a reassessment of the work within the next 15 days. The reappraisal of term work may cause the grade to be raised, lowered, or to remain the same. If the student is not satisfied with the decision and wishes to appeal, the student shall address a letter of appeal to the Dean of the faculty offering the course within 15 days of the unfavourable decision. In the letter, the student must clearly and fully state the decision being appealed, the grounds for appeal, and the remedies being sought, along with any special circumstances that warrant an appeal of the reappraisal. The student should include as much written documentation as possible.

### **Plagiarism and Other Academic Misconduct**

Intellectual honesty is the cornerstone of the development and acquisition of knowledge and requires that the contribution of others be acknowledged. Consequently, plagiarism or cheating on any assignment is regarded as an extremely serious academic offense. Plagiarism involves submitting or presenting work in a course as if it were the student's own work done expressly for that particular course when, in fact, it is not. Students should examine sections of the University Calendar that present a Statement of Intellectual honesty and definitions and penalties associated with Plagiarism/Cheating/Other Academic Misconduct.

### **Academic Accommodation**

It is the student's responsibility to request academic accommodations. If you are a student with a documented disability who may require academic accommodation and have not registered with the Disability Resource Centre, please contact their office at 403-220-8237. Students who have not registered with the Disability Resource Centre are not eligible for formal academic accommodation. You are also required to discuss your needs with your instructor no later than 14 days after the start of this course.

### **Absence From A Test/Exam**

Students who miss a term test due to a valid and documented official University reason (illness, domestic affliction, or religious conviction) have 48 hours to contact AND schedule a makeup test with the instructor. The onus is on the student to have a makeup test approved and scheduled within 48 hours, or the makeup test option is forfeited. The same process applies to

missed makeup tests. At the instructor's discretion, the makeup test may differ significantly in form and/or content from the missed test. However, the makeup test cannot differ in weight (% of final grade) from the missed test. Except in extenuating circumstances (a documented official University medical excuse), a makeup test must be written within 2 weeks of the missed test. Absence from a final exam, and deferral of a final exam, are handled by Enrolment Services (see [http://www.ucalgary.ca/registrar/deferred\\_final](http://www.ucalgary.ca/registrar/deferred_final)). Students absent from a final exam must notify the instructor within 48 hours and must then apply for an official deferred final exam no later than the deadline indicated in the Examinations Schedule.

### **Freedom of Information and Protection of Privacy (FOIP) Act**

The FOIP legislation disallows the practice of having student's retrieve tests and assignments from a public place. Therefore, tests and assignments may be returned to students during class/lab, or during office hours, or via the Department Office (Admin 275), or will be made available only for viewing during exam review sessions scheduled by the Department. Tests and assignments will be shredded after one year. Instructors should take care to not link students' names with their grades, UCIDs, or other FOIP-sensitive information.

### **Course Credits for Research Participation (Max 2% of final grade)**

Students in most psychology courses are eligible to participate in Departmentally approved research and earn credits toward their final grades. **A maximum of two (2) credits (2%) per course, including this course, may be applied to the student's final grade. Students earn 0.5% (0.5 credits) for each full 30 minutes of participation.** The demand for timeslots may exceed the supply in a given term. Thus, students are not guaranteed that there will be enough studies available to them to meet their credit requirements. Students should seek studies early in the term and should frequently check for open timeslots. Students can create an account and participate in Departmentally approved research studies at <http://ucalgary.sona-systems.com>

The last day to participate in studies and to assign or reassign earned credits to courses is **August 17<sup>th</sup>, 2011.**

### **Evacuation Assembly Point**

In case of an emergency evacuation during class, students must gather at the designated assembly point nearest to the classroom. The list of assembly points is found at

<http://www.ucalgary.ca/emergencyplan/assemblypoints>

Please check this website and note the nearest assembly point for this course.

### **Student Organizations**

Psychology students may wish to join the Psychology Undergraduate Students' Association (PSYCHS). They are located in Administration 170 and may be contacted at 403-220-5567.

**Student Union VP Academic:** Phone: 403-220-3911 [suvpaca@ucalgary.ca](mailto:suvpaca@ucalgary.ca)

**Student Union Faculty Rep.:** Phone: 403-220-3913 [socialscirep@su.ucalgary.ca](mailto:socialscirep@su.ucalgary.ca)

### **Student Ombudsman's Office**

The Office of the Student Ombuds provides independent, impartial and confidential support for students who require assistance and advice in addressing issues and concerns related to their academic careers. The office can be reached at 403-220-6420 or [ombuds@ucalgary.ca](mailto:ombuds@ucalgary.ca) (<http://www.su.ucalgary.ca/services/student-services/student-rights.html>).

**Safewalk**

The safewalk program provides volunteers to walk students safely to their destination anywhere on campus. This service is free and available 24 hrs/day, 365 days a year. Call 403-220-5333.

**Important Dates**

The last day to drop this course and **still receive a tuition fee refund** and the last day for registration/change of registration is **July 8, 2011**. The last day to withdraw from this course is **August 17, 2011**.