Industrial Psychology
Psychology 450
Spring, 2008
Mondays, 6:10-8:30 PM
W262 Lagomarcino Hall

Course Objectives
To become familiar with and discuss concepts, theory, methodology, and applications of Industrial Psychology. This course covers the conceptual foundations of several topics including employee selection, performance appraisal, training, employee attitudes/behaviors, and legal issues in the organizational world.

There are two goals for this class:
1. That you will learn and develop an understanding of the theory, methods and real-world applications as well as their interrelationships in I/O psychology.
2. That you will learn information that you can use to prepare you for the world of work including issues related to employee selection, performance appraisal, training, and the legal system.

Much of the course will be geared toward the relevance of the information to you by highlighting the material that will be particularly useful in helping you get and keep a satisfying job. I value your questions, comments, and participation in class.

Instructor Information
Dr. Hanisch
W212 Lagomarcino Hall
kathann@iastate.edu
294-1488 (office), 294-1742 (main office), 294-6424 (fax)
W113 Lagomarcino Hall (mailbox location)
Office Hours: Mondays before and after class

Course Materials
*Employee Selection by Lily M. Berry with Infotrac
* Additional articles may be assigned; they will be announced in class.

Course Web Page: http://www.public.iastate.edu/~kathann/450s2008.htm
The course web page will be used to communicate assignments and other pertinent information. If possible, the primary outline for each topic will be posted on the web page prior to class to assist you with note-taking. Download and add spaces, etc. to accommodate your style.

Evaluation
You will have the opportunity to demonstrate your learning and understanding of the material in this course in several ways. See the next page for details. Grading procedures and details will be described in class. Please see me immediately if you are having difficulty with the material.
**Evaluation**

**Points**

25  **In-Class Exercises**: We will have an in-class exercise where noted on the course assignments page. There will be 5 exercises each worth 5 points. There are no make-ups for in-class exercises.

60  **Assignments**: Assignments will focus on the design of your own business or organization and will reinforce the material we are covering in class. They will be posted on the course web page when appropriate. The due dates are shown on the course assignments page. They need to be handed in by 6:10 PM on the due date. No late assignments will be accepted. There are 6 assignments worth 10 points each.

50  **Reaction Papers**: These points will be earned the days we have a guest speaker. You will need to attend the presentation and respond to a question I will pose after the presentation. These will typically be due during class.

65  **Quizzes**: See the next two pages of this syllabus for dates. There will be 3 quizzes throughout the semester. They will be worth a total of 65 points. Specific details about the quizzes will be provided the class period before they occur. Make-up quizzes will be given in extenuating circumstances. I need to know before the quiz occurs if you will miss it.

50  **Project**: Details about this will be provided in March.

100  **Final exam**: Details about the final exam will be provided during class.

350  **TOTAL POINTS**

**University Policies**

*ISU Disability Statement* - If you have a disability and require accommodations, please contact me as soon as possible so that your learning needs may be appropriately met. You will need to provide documentation of your disability to the Disability Resources (DR) office, located on the main floor of the Student Services Building, Room 1076, 294-7220.

*ISU Academic Dishonesty Statements* - You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with the ISU Student Information Handbook, especially the section on academic misconduct. Students who engage in academic misconduct are subject to university disciplinary procedures, as well as consequences with regard to this course.
### Reading

<table>
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<tr>
<th>Date</th>
<th>Topic</th>
<th>Assignment/Dates</th>
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<tbody>
<tr>
<td>January 14</td>
<td>Course Overview &amp; Introduction</td>
<td>Assignment 1 (Due 1/28/2008)</td>
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<td>January 21</td>
<td>University Holiday – No class</td>
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| January 28 | The Nature of Work & Job Analysis | Assignment 2 (Due 2/4/2008)  
Exercise 1                                           |
| February 4 | Fair Employment Law          | Exercise 2 (bring a calculator)                                                  |
| February 11| Quiz 1                       | Compensation and Other Work Rewards & Recruitment                                  |
| February 18| Mike Upah, Director, Small Business Development Center (SBDC), Compensation and Other Work Rewards, 6:10 PM  
The Basis of Selection Measurement – Psychological Measurement in Employee Selection  
Assignment 3 (Due 2/25/2008) |
| February 25| Tests of Ability and Knowledge & Tests of Personality and Character  
Exercise 3  
Assignment 4 (Due 3/24/2008) |
| March 3    | Bob Wiederholt, Manager and Austin Olson, Assistant Manager, Starbucks, Selection, 6:10 PM  
Applications and Other Personal History Assessments |
| March 10   | Quiz 2                       | Julie Huisman, Human Resources Director, City of Ames, Selection, 7:00 PM  
Interviews and Assessment Centers and Other Simulations |
### Reading

**March 17**
- Spring Break – No class

**March 24**
- Chapter 7 – pp. 189-203
  - *The Basis of Selection Measurement – Using Measurement in Selection Decision Making*
  - Exercise 4 (bring a calculator)

**March 31**
- Chapters 13, 14, & 15
  - *The Nature of Performance, Performance Appraisal Methods & Uses of Performance Appraisal*
  - Assignment 5 (Due 4/14/2008)

**April 7**
- Same as March 31

**April 14**
- Chapter 16
  - Quiz 3
  - Employee Training/Human Factors
  - Assignment 6 (Due 4/28/2008)

**April 21**
- Project Due, 6:10 PM
  - Francesca Galarraga and Jessica Stolee, *Learning & Development Office, ISU, Training in Private and Public Settings, 6:10 PM*
  - Job Attitudes and Behaviors

**April 28**
- Course Conclusions
  - Exercise 5
  - Final Exam Information

**May 5**
- Final Exam
  - 7:00 – 9:00 PM