



# PSYB8961

## Applied Psychology in Human Resource Management

Session 1, Weekday attendance, North Ryde 2020

*Department of Psychology*

### Contents

<u>General Information</u>	2
<u>Learning Outcomes</u>	2
<u>Assessment Tasks</u>	3
<u>Delivery and Resources</u>	4
<u>Policies and Procedures</u>	5

#### Disclaimer

Macquarie University has taken all reasonable measures to ensure the information in this publication is accurate and up-to-date. However, the information may change or become out-dated as a result of change in University policies, procedures or rules. The University reserves the right to make changes to any information in this publication without notice. Users of this publication are advised to check the website version of this publication [or the relevant faculty or department] before acting on any information in this publication.

## General Information

Unit convenor and teaching staff Monique Crane <a href="mailto:monique.crane@mq.edu.au">monique.crane@mq.edu.au</a>
Credit points 10
Prerequisites Admission to GradCertBusPsy or GradDipBusPsy
Corequisites
Co-badged status
Unit description This unit is designed to integrate psychological perspectives with the practical, day-to-day opportunities and challenges faced by organisations. At a macro level, we examine organisational learning and decision-making, how organisations respond to diversity and competition, and how they can engender innovation and creativity amongst its workforce. At a micro-level, we consider knowledge management strategies, contracts and negotiation, and expert witness reports. Students completing this unit should be capable of acknowledging and responding to diversity within an organisational setting, improving knowledge management within an organisation, reviewing contracts as appropriate, and providing efficient and appropriate expert witness testimony on request.

## Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://students.mq.edu.au/important-dates>

## Learning Outcomes

- ULO1:** Demonstrate an understanding of diversity in organisations and the impact of diversity on organisational functioning.
- ULO2:** Critique how organisations collect, store and use organisational knowledge.
- ULO3:** Analyse a performance appraisal process for the provision of psychological services in an organisational setting.
- ULO4:** Apply an understanding of how to use incentives and other strategies to manage human performance.
- ULO5:** Apply psychological perspectives on motivation and influence performance

appraisal processes.

## Assessment Tasks

Name	Weighting	Hurdle	Due
Performance Appraisal Process	29%	No	08/05/2020
Knowledge management report	50%	No	27/03/2020
Multiple choice online quiz	21%	No	fortnightly

### Performance Appraisal Process

Assessment Type <sup>1</sup>: Practice-based task

Indicative Time on Task <sup>2</sup>: 30 hours

Due: **08/05/2020**

Weighting: **29%**

Critique of a performance appraisal case study – up to 1500 words

On successful completion you will be able to:

- Analyse a performance appraisal process for the provision of psychological services in an organisational setting.
- Apply an understanding of how to use incentives and other strategies to manage human performance.
- Apply psychological perspectives on motivation and influence performance appraisal processes.

### Knowledge management report

Assessment Type <sup>1</sup>: Report

Indicative Time on Task <sup>2</sup>: 50 hours

Due: **27/03/2020**

Weighting: **50%**

Prepare a report reviewing current knowledge management strategies within an organisation and proposes alternative strategies to improve the capture and retention of corporate knowledge (2500 words)

On successful completion you will be able to:

- Demonstrate an understanding of diversity in organisations and the impact of diversity on organisational functioning.
- Critique how organisations collect, store and use organisational knowledge.

## Multiple choice online quiz

Assessment Type <sup>1</sup>: Quiz/Test

Indicative Time on Task <sup>2</sup>: 13 hours

Due: **fortnightly**

Weighting: **21%**

Seven multiple choice online questions across the semester. No time limit

On successful completion you will be able to:

- Demonstrate an understanding of diversity in organisations and the impact of diversity on organisational functioning.
- Critique how organisations collect, store and use organisational knowledge.
- Analyse a performance appraisal process for the provision of psychological services in an organisational setting.
- Apply an understanding of how to use incentives and other strategies to manage human performance.
- Apply psychological perspectives on motivation and influence performance appraisal processes.

---

<sup>1</sup> If you need guidance or support to understand or complete this type of assessment, please contact the Learning Skills Team

<sup>2</sup> Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

## Delivery and Resources

Classes will involve on-line lectures, group discussions, case studies, and other learning activities. Students are expected to listen to online lectures, attend workshops, read the compulsory material and to complete quizzes, and assignments as described in this outline and elsewhere.

In addition to reading set papers, students are encouraged to read other journal articles. This will be valuable for developing knowledge, and essential for completing assessment tasks.

### Assessment activities and feedback opportunities

The development of core competencies will be evaluated using three forms of assessment, as indicated. In addition to assessment tasks, it will be expected that you will read assigned articles in preparation for class, perform any additional assigned tasks, and participate actively in class discussions and other class exercises.

## Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central) (<https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central>). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- [Academic Appeals Policy](#)
- [Academic Integrity Policy](#)
- [Academic Progression Policy](#)
- [Assessment Policy](#)
- [Fitness to Practice Procedure](#)
- [Grade Appeal Policy](#)
- [Complaint Management Procedure for Students and Members of the Public](#)
- [Special Consideration Policy](#) (**Note:** *The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.*)

Students seeking more policy resources can visit the [Student Policy Gateway](https://students.mq.edu.au/support/study/student-policy-gateway) (<https://students.mq.edu.au/support/study/student-policy-gateway>). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit [Policy Central](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central) (<https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central>).

## Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: <https://students.mq.edu.au/study/getting-started/student-conduct>

## Results

Results published on platform other than [eStudent](#), (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in [eStudent](#). For more information visit [ask.mq.edu.au](https://ask.mq.edu.au) or if you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

## Learning Skills

Learning Skills ([mq.edu.au/learningskills](https://mq.edu.au/learningskills)) provides academic writing resources and study strategies to improve your marks and take control of your study.

- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module for Students](#)
- [Ask a Learning Adviser](#)

## Student Enquiry Service

For all student enquiries, visit Student Connect at [ask.mq.edu.au](http://ask.mq.edu.au)

If you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## Equity Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

## IT Help

For help with University computer systems and technology, visit [http://www.mq.edu.au/about\\_us/offices\\_and\\_units/information\\_technology/help/](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/).

When using the University's IT, you must adhere to the [Acceptable Use of IT Resources Policy](#). The policy applies to all who connect to the MQ network including students.