



# PSYO8940

## Psychological Assessment and Evaluation

Session 2, Special circumstances 2021

*Archive (Pre-2022) - Department of Psychology*

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#### **Session 2 Learning and Teaching Update**

The decision has been made to conduct study online for the remainder of Session 2 for all units WITHOUT mandatory on-campus learning activities. Exams for Session 2 will also be online where possible to do so.

This is due to the extension of the lockdown orders and to provide certainty around arrangements for the remainder of Session 2. We hope to return to campus beyond Session 2 as soon as it is safe and appropriate to do so.

Some classes/teaching activities cannot be moved online and must be taught on campus. You should already know if you are in one of these classes/teaching activities and your unit convenor will provide you with more information via iLearn. If you want to confirm, see the list of [units with mandatory on-campus classes/teaching activities](#).

Visit the [MQ COVID-19 information page](#) for more detail.

## General Information

Unit convenor and teaching staff

Ben Morrison

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Credit points

10

Prerequisites

Admission to MOrgPsych

Corequisites

Co-badged status

Unit description

This unit provides students with an introduction to the different types of assessment instruments used by organisational psychologists and develops their skills in the use of standardised techniques and other forms of psychological assessment. Lectures are designed to increase awareness of the issues involved in psychological testing and professional practice, including critical evaluation of assessment instruments, cross-cultural issues, feedback and reporting.

## Important Academic Dates

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

## Learning Outcomes

On successful completion of this unit, you will be able to:

**ULO1:** Describe the purpose and administration procedures of a range of psychological tests used in organisational settings.

**ULO2:** Evaluate the psychometric properties and utility of psychological tests in assessments conducted in organisational settings.

**ULO3:** Demonstrate basic skills in the administration of psychological tests and the provision of feedback to clients.

**ULO4:** Interpret psychological test results and evaluate their implications in an organisational context.

**ULO5:** Demonstrate an awareness of principles of professional and ethical psychological

assessment in organisational settings.

## General Assessment Information

### ASSESSMENT 1: Test administration and feedback

#### **Aim:**

The aims of this assessment are to allow students to demonstrate their ability to administer a typical cognitive ability test (WASI-II), to score and interpret psychometric test results, and to provide verbal feedback to a testee.

#### **Requirements:**

In pairs, students administer a cognitive ability test (WASI-II) to a classmate. Students must record themselves administering one subtest from the WASI and submit an MP4 file via iLearn. Students will then score and interpret subtests that constitute *either* the Verbal IQ (VIQ) or Performance IQ (PIQ) indices. Students will record themselves providing verbal feedback to the testee on this index and submit an MP4 file via iLearn. Finally, students will record themselves providing verbal feedback on a factor from the 16PF (scores and factor to be provided by lecturer).

Please use the marking rubric (see iLearn) as a guide for how your administration and delivery will be assessed.

### Assessment 2: Group presentation

#### **Aim:**

The major aim of this assignment is to enable students to demonstrate their ability to critically evaluate a commercially available psychological test instrument that is appropriate for use in organisational settings. This assignment will also provide students with an opportunity to improve their oral presentation skills, their ability to develop suitable visual aids, and their teamwork skills.

#### **Requirements**

Your small group's task is to give a 30-minute oral presentation to the class that includes:

1. A description of the test content, response format, assessment time etc.
2. A demonstration and description of how to administer and score the test (can be pre-recorded).
3. Information and evaluation of reliability, validity, norms and any other relevant psychometrics.
4. An evaluation of the test, including comment on any objective published critiques.
5. A 1-page handout that summarises your presentation of the test.
6. Time for questions from the class.

Each team member must be involved in verbally presenting information. PowerPoint slides (or similar) should be used to enhance the presentation. The delegation of work is ultimately

decided by the groups.

Please use the marking rubric (see iLearn) as a guide for what should be included in your presentation.

### **ASSESSMENT 3: Written report on test results**

#### ***Aim:***

The aims of this assessment are to allow students to demonstrate their ability to interpret psychometric test results and present their findings in an appropriate format for a corporate client.

#### ***Requirements***

The task involves:

1. Scoring the 16PF personality test (raw scores provided by lecturer).
2. Preparing a written report (double spaced, 12 font, 2.5cm margins) of NOT MORE than 1800 words for ATIC, which includes the results of both a cognitive ability test and the 16PF personality test (available on iLearn).

Please use the marking rubric (see iLearn) as a guide for what should be included in your report.

## **IMPORTANT NOTES FOR WRITTEN ASSIGNMENTS**

### ***Submission***

All assessments **must be submitted as a word document NOT pdf**, online via the unit website. In the case of presentations, PowerPoint files should be emailed to the lecturer for uploading onto unit webpage. Assessments submitted via email will not usually be accepted. Students submitting assessments online are also endorsing a declaration relating to originality, appropriate academic conduct, and conformity to assessment requirements. Assessments may be evaluated for originality using the Turnitin database. A copy of the assessment must be kept as proof that the assignment was completed and submitted.

### ***Request for Extensions***

Extensions are granted by the unit chair. Ordinarily, no extensions of time for submission of written work will be granted since ample time for preparation will have been given. If an extension is required for medical or other extenuating circumstances, students may request this in writing through [ask.mq.edu.au](http://ask.mq.edu.au) with supporting documentary evidence (such as medical certificate, counsellor note, or similar). All requests for extensions must be made prior to the due date for the assignment.

Assignment submissions will not be accepted after the return of marked assignments.

### ***Plagiarism***

As described in the [Academic Integrity Policy](#), plagiarism is a particularly serious case of unprofessional and unethical academic misconduct. All written assignment submissions are evaluated using the Turnitin database system to determine if material has been copied from

other students, published academic papers, or other online sources. If evidence of plagiarism is found it will be reported to the appropriate university authorities. Do not take the risk.

### **Late submissions**

Late submissions will receive a 5% per day penalty including weekends and public holidays. If you submit the assessment task 10 days or more beyond the due date, without an approved extension, you will be awarded a maximum of 50% of the overall assessment marks.

### **Word count penalties**

5% of the possible mark will be deducted per 100 words over the word limit for the assessment task.

## **Assessment Tasks**

Name	Weighting	Hurdle	Due
<a href="#"><u>Group presentation</u></a>	35%	No	In scheduled classes
<a href="#"><u>Test administration</u></a>	15%	No	25 September
<a href="#"><u>A written report on test results</u></a>	50%	No	9 October

### **Group presentation**

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

Indicative Time on Task <sup>2</sup>: 40 hours

Due: **In scheduled classes**

Weighting: **35%**

Each group critically evaluates a psychometric test, presents to class members and facilitates a group discussion, and prepares a handout.

On successful completion you will be able to:

- Describe the purpose and administration procedures of a range of psychological tests used in organisational settings.
- Evaluate the psychometric properties and utility of psychological tests in assessments conducted in organisational settings.
- Demonstrate basic skills in the administration of psychological tests and the provision of feedback to clients.
- Interpret psychological test results and evaluate their implications in an organisational context.

- Demonstrate an awareness of principles of professional and ethical psychological assessment in organisational settings.

## Test administration

Assessment Type <sup>1</sup>: Clinical performance evaluation

Indicative Time on Task <sup>2</sup>: 15 hours

Due: **25 September**

Weighting: **15%**

In pairs, students administer components of a cognitive ability and personality test and provide verbal feedback to each other.

On successful completion you will be able to:

- Describe the purpose and administration procedures of a range of psychological tests used in organisational settings.
- Demonstrate basic skills in the administration of psychological tests and the provision of feedback to clients.
- Interpret psychological test results and evaluate their implications in an organisational context.
- Demonstrate an awareness of principles of professional and ethical psychological assessment in organisational settings.

## A written report on test results

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

Indicative Time on Task <sup>2</sup>: 55 hours

Due: **9 October**

Weighting: **50%**

Students submit a written report on test results on a case scenario.

On successful completion you will be able to:

- Describe the purpose and administration procedures of a range of psychological tests used in organisational settings.
- Evaluate the psychometric properties and utility of psychological tests in assessments conducted in organisational settings.

- Demonstrate basic skills in the administration of psychological tests and the provision of feedback to clients.
  - Interpret psychological test results and evaluate their implications in an organisational context.
  - Demonstrate an awareness of principles of professional and ethical psychological assessment in organisational settings.
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<sup>1</sup> If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the [Writing Centre](#) for academic skills support.

<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

The unit typically consists of 12 x 2-hour on-campus lectures that combine theory and practice. However, in line with Public Health guidelines, this approach will be revised due to the COVID pandemic, in alignment with University policy. At the time of publishing this unit guide, the first 7 weeks are scheduled to be held online via Zoom. Changes or updates will be communicated via iLearn and/or emails sent to student email accounts. Students should stay up to date with the latest University advice at the following website: <https://www.mq.edu.au/about/coronavirus-faqs/information-for-students>.

Prior to the first lecture students will complete two on-line modules that are a revision of the important issues surrounding the reliability and validity of psychological tests.

The unit will focus on the different types of psychometric tests (personality, cognitive ability, values, interests etc.), behavioural assessments and the measurement of performance. Specific tests and assessment approaches will be reviewed. Learning and skill development will be facilitated through “hands on” examination and use of test material, small group activities, and assessments.

**Students are expected to attend all scheduled classes. Learning objectives and assessment activities are based on the requirements of a minimum 80% class attendance.**

If there are exceptional circumstances where a session must be missed, this will need to be arranged with the unit convener in advance. Failure to do so implies a lack of professionalism.

### Test library

An excellent and essential resource for this unit is the Psychology Department’s Test Library. An

orientation to the Test Library will be organised early in the session.

## Recommended readings

Evidence-based practice is of utmost importance in the field of psychometric testing. Therefore, an essential requirement of this unit is for students to develop the habit of consulting research evidence to strengthen their use of testing.

While there is no set text for this unit, recommended readings are provided, but students will need to read more widely to gain a satisfactory understanding of the issues related to assessment and measurement.

## Unit Schedule

Week	Date	Topic
Pre-unit Module 1		Overview of Testing
Pre-unit Module 2		Test Evaluation
1	26 Jul	Introduction & Test Administration
2	2 Aug	Cognitive Ability Theory and Tests
3	9 Aug	Personality I
4	16 Aug	WAIS Workshop
5	23 Aug	Personality II
6	30 Aug	Report Writing & Feedback
7	6 Sept	(No lecture - assessment prep)
		<b>MID SEMESTER BREAK</b>
8	27 Sep	Emotional Intelligence
9	4 Oct	Motivation & Career Interests
10	11 Oct	Cognitive Skills Assessment (EXPERTise)
11	18 Oct	Assessment Centres
12	25 Oct	Interviewing
13	1 Nov	Performance



## Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central \(https://policies.mq.edu.au\)](https://policies.mq.edu.au). 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](#)

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

To find other policies relating to Teaching and Learning, visit [Policy Central \(https://policies.mq.edu.au\)](https://policies.mq.edu.au) and use the [search tool](#).

## Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: <https://students.mq.edu.au/admin/other-resources/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 help you improve your marks and take control of your study.

- [Getting help with your assignment](#)
- [Workshops](#)
- [StudyWise](#)

- [Academic Integrity Module](#)

The Library provides online and face to face support to help you find and use relevant information resources.

- [Subject and Research Guides](#)
- [Ask a Librarian](#)

## Student Services and 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.

## Student Enquiries

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)

## 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.