



PSYU3338

Organisational Psychology

Session 1, In person/Online-scheduled-weekday, North Ryde 2022

School of Psychological Sciences

Contents

<u>General Information</u>	2
<u>Learning Outcomes</u>	3
<u>General Assessment Information</u>	4
<u>Assessment Tasks</u>	4
<u>Delivery and Resources</u>	6
<u>Policies and Procedures</u>	6

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

Unit Convenor

Kim Curby

kim.curby@mq.edu.au

Contact via Email

By appointment

Lecturer

Ben Morrison

ben.morrison@mq.edu.au

Contact via Email

By appointment

Lecturer

Narelle Hess

narelle.hess@mq.edu.au

Contact via Email

By appointment

Lecturer

Monique Crane

monique.crane@mq.edu.au

Contact via Email

By appointment

Lecturer

Joanne Earl

joanne.earl@mq.edu.au

Contact via Email

By appointment

Lecturer

Mark Wiggins

mark.wiggins@mq.edu.au

Contact via Email

By appointment

Credit points

10

Prerequisites

130cp at 1000 level or above including ((PSYC104 or PSYU1104 or PSYX104 or PSYX1104 or PSYU1101 or PSYX1101) and (PSYC105 or PSYU1105 or PSYX105 or PSYX1105 or PSYU1102 or PSYX1102))

Corequisites

Co-badged status

Unit description

An individual's relationship with their employment can have a striking influence on their general wellbeing, life satisfaction, and productivity at work, with a typical individual spending approximately a third of their life at work. This unit introduces students to the psychological perspectives of the world of work, including both individual and organisational aspects. Students will learn how organisational psychologists apply psychological principles and tools to study occupational behaviour, working conditions and organisational structure, and solve problems related to employee wellbeing, performance, and organisational design. Tutorials will draw on real-life case studies to provide hands-on experience with the tools and techniques used by organisational psychologists. This ensures that students are equipped to apply the knowledge acquired in this unit to contemporary issues facing employees and organisations.

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: Explain how organisational psychologists develop accurate descriptions of jobs and the competencies required for successful job performance.

ULO2: Describe relevant assessment principles, based on knowledge of their strengths and limitations, that should guide employee selection and assessment.

ULO3: Identify the sources of employee stress in the workplace and how they can be managed.

ULO4: Locate, understand, and apply relevant theories and findings about psychological and behavioural issues in the workplace.

ULO5: Display communication and critical analysis skills: in particular, write and critique reports and other assessments for different audiences on conceptual and practical aspects of psychological factors that relate to the contemporary workplace.

General Assessment Information

Late submissions will receive a 5% per day penalty including weekends and public holidays, unless an extension has been granted through special consideration. No late submissions will be accepted more than 5 days after the submission deadline, unless special consideration has been granted. No further submissions will be accepted after the marked assignments are returned and feedback is released to students.

All extensions need to be formally requested in line with the special consideration policy.

The final exam for this unit is currently scheduled to occur on Macquarie University campus. Students are expected to make themselves available for the final exam, at the date and time set by the University, in line with the Assessment Policy and Procedure.

Word count penalty: 5% of the possible mark will be deducted per 100 words over the word limit for the assessment task. An additional 99 words beyond the limit can be written without penalty.

Sitting the final exam is compulsory in order to be eligible to pass the unit. Any student who does not attempt the final exam will be granted a Fail Absent grade.

Assessment Tasks

Name	Weighting	Hurdle	Due
<u>Online quiz</u>	10%	No	Weeks 4, 7, & 11
<u>Report</u>	40%	No	Monday at 5pm Week 9 (May 2nd)
<u>Final examination</u>	50%	No	University Exam Period

Online quiz

Assessment Type ¹: Quiz/Test

Indicative Time on Task ²: 10 hours

Due: **Weeks 4, 7, & 11**

Weighting: **10%**

Regular online quizzes testing unit content.

On successful completion you will be able to:

- Explain how organisational psychologists develop accurate descriptions of jobs and the competencies required for successful job performance.
- Describe relevant assessment principles, based on knowledge of their strengths and limitations, that should guide employee selection and assessment.

- Identify the sources of employee stress in the workplace and how they can be managed.
- Locate, understand, and apply relevant theories and findings about psychological and behavioural issues in the workplace.
- Display communication and critical analysis skills: in particular, write and critique reports and other assessments for different audiences on conceptual and practical aspects of psychological factors that relate to the contemporary workplace.

Report

Assessment Type ¹: Case study/analysis

Indicative Time on Task ²: 40 hours

Due: **Monday at 5pm Week 9 (May 2nd)**

Weighting: **40%**

A professional report applying principles of organisational psychology to the workplace setting.

On successful completion you will be able to:

- Locate, understand, and apply relevant theories and findings about psychological and behavioural issues in the workplace.
- Display communication and critical analysis skills: in particular, write and critique reports and other assessments for different audiences on conceptual and practical aspects of psychological factors that relate to the contemporary workplace.

Final examination

Assessment Type ¹: Examination

Indicative Time on Task ²: 38 hours

Due: **University Exam Period**

Weighting: **50%**

Final examination held within the University's formal exam period, in accordance with relevant requirements.

On successful completion you will be able to:

- Explain how organisational psychologists develop accurate descriptions of jobs and the competencies required for successful job performance.
- Describe relevant assessment principles, based on knowledge of their strengths and

limitations, that should guide employee selection and assessment.

- Identify the sources of employee stress in the workplace and how they can be managed.
- Locate, understand, and apply relevant theories and findings about psychological and behavioural issues in the workplace.
- Display communication and critical analysis skills: in particular, write and critique reports and other assessments for different audiences on conceptual and practical aspects of psychological factors that relate to the contemporary workplace.

¹ 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.

² 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

This version of the unit is “In person / online scheduled weekday”. This offering has some online tutorial/practical classes and some on-campus classes, although these options are limited. Online tutorial/practical class options are intended to be reserved for students with genuine need to study online (for example, those who are studying offshore, or those who have other exceptional circumstances that prevent on-campus attendance for the entire semester). The online tutorials should not be attended by students who simply prefer to study online. Class availability can be seen via eStudent class enrolment: the location of the class indicates if it is an online class or an on-campus class. Note that enrolment in online classes does not mean that the entire unit will be taken online. Certain assessment tasks (for example, final exams) can still be scheduled to have compulsory on-campus attendance.

For general information on unit versions, see this website <https://students.mq.edu.au/study/enrolling/choosing-units>

Required Textbook

Landy, F. J., & Conte, J. M. (2019). *Work in the 21st Century: An Introduction to Industrial and Organizational Psychology* (6th Australian & New Zealand Edition). John Wiley & Sons. ISBN: 9781119571827

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](#)
- [Assessment Procedure](#)
- [Complaints Resolution 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 or if you are a Global MBA student contact globalmba.support@mq.edu.au

Academic Integrity

At Macquarie, we believe [academic integrity](#) – honesty, respect, trust, responsibility, fairness and courage – is at the core of learning, teaching and research. We recognise that meeting the expectations required to complete your assessments can be challenging. So, we offer you a range of resources and services to help you reach your potential, including free [online writing and maths support](#), [academic skills development](#) and [wellbeing consultations](#).

Grading

Macquarie University follow standards-based assessment of student performance. All individual assessment tasks are subject to moderation, consistent with the Assessment Policy and Procedure. A student's final mark for this unit, and associated grade, must reflect their attainment of the unit learning outcomes, and isn't necessarily a simple summation of their individual assessment items.

Student Support

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

The Writing Centre

The Writing Centre provides resources to develop your English language proficiency, academic writing, and communication skills.

- [Workshops](#)
- [Chat with a WriteWISE peer writing leader](#)
- [Access StudyWISE](#)
- [Upload an assignment to Studiosity](#)
- [Complete the 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

Macquarie University offers a range of [Student Support Services](#) including:

- [IT Support](#)
- [Accessibility and disability support](#) with study
- Mental health [support](#)
- [Safety support](#) to respond to bullying, harassment, sexual harassment and sexual assault
- [Social support including information about finances, tenancy and legal issues](#)

Student Enquiries

Got a question? Ask us via [AskMQ](#), or contact [Service Connect](#).

IT Help

For help with University computer systems and technology, visit 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.