PSYO8921
Applied Psychology in Human Resource Management
Session 1, In person-scheduled-weekday, North Ryde 2023

School of Psychological Sciences

Contents

General Information  2
Learning Outcomes  2
General Assessment Information  3
Assessment Tasks  4
Delivery and Resources  5
Policies and Procedures  5
SECTION 7: PROFESSIONALISM  7
SECTION 8: INCLUSION AND DIVERSITY  8

Disclaimer
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General Information

Unit convenor and teaching staff
Monique Crane
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Narelle Hess
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By appointment

Credit points
10

Prerequisites
Admission to MOrgPsych

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://www.mq.edu.au/study/calendar-of-dates

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

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.

**General Assessment Information**

Grade descriptors and other information concerning grading are contained in the [Macquarie University Assessment Policy](https://unitguides.mq.edu.au/unit_offerings/159052/unit_guide/print).

All final grades are determined by a grading committee, in accordance with the Macquarie University Assessment Policy, and are not the sole responsibility of the Unit Convenor.

Students will be awarded a final grade and a mark which must correspond to the grade descriptors specified in the [Assessment Procedure](https://unitguides.mq.edu.au/unit_offerings/159052/unit_guide/print) (clause 128).

To pass this unit, you must demonstrate sufficient evidence of achievement of the learning outcomes, meet any ungraded requirements, and achieve a final mark of 50 or better.

Further details for each assessment task will be available on iLearn.

**Late Submissions**

Unless a Special Consideration request has been submitted and approved, a 5% penalty (OF THE TOTAL POSSIBLE MARK) will be applied each day a written assessment is not submitted, up until the 7th day (including weekends). After the 7th day, a grade of ‘0’ will be awarded even if the assessment is submitted. Submission time for all written assessments is set at 11.55pm. A 1-hour grace period is provided to students who experience a technical concern.

For example:

<table>
<thead>
<tr>
<th>Number of days (hours) late</th>
<th>Total Possible Marks</th>
<th>Deduction</th>
<th>Raw mark</th>
<th>Final mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 day (1-24 hours)</td>
<td>100</td>
<td>5</td>
<td>75</td>
<td>70</td>
</tr>
<tr>
<td>2 days (24-48 hours)</td>
<td>100</td>
<td>10</td>
<td>75</td>
<td>65</td>
</tr>
<tr>
<td>3 days (48-72 hours)</td>
<td>100</td>
<td>15</td>
<td>75</td>
<td>60</td>
</tr>
<tr>
<td>7 days (144-168 hours)</td>
<td>100</td>
<td>35</td>
<td>75</td>
<td>40</td>
</tr>
<tr>
<td>&gt;7 days (&gt;168 hours)</td>
<td>100</td>
<td>-</td>
<td>75</td>
<td>0</td>
</tr>
</tbody>
</table>
### Assessment Tasks

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Performance Appraisal Process</strong></td>
<td>29%</td>
<td>No</td>
<td>Saturday 20th May 11:55 pm</td>
</tr>
<tr>
<td><strong>Multiple choice online quiz</strong></td>
<td>21%</td>
<td>No</td>
<td>various</td>
</tr>
<tr>
<td><strong>Knowledge management report</strong></td>
<td>50%</td>
<td>No</td>
<td>Saturday 11th March 1:55 pm</td>
</tr>
</tbody>
</table>

**Performance Appraisal Process**

Assessment Type: Practice-based task  
Indicative Time on Task: 30 hours  
Due: **Saturday 20th May 11:55 pm**  
Weighting: **29%**

Critique of a performance appraisal case study – up to 1500

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.

**Multiple choice online quiz**

Assessment Type: Quiz/Test  
Indicative Time on Task: 13 hours  
Due: **various**  
Weighting: **21%**

Five to six 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.

Knowledge management report
Assessment Type ¹: Report
Indicative Time on Task ²: 50 hours
Due: Saturday 11th March 1:55 pm
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.

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
As a student enrolled in this unit, you will engage in a range of face-to-face and online learning activities, including readings, online lectures, and workshops to facilitate skill development. Details can be found on the iLearn site for this unit.

Policies and Procedures
Macquarie University policies and procedures are accessible from Policy Central (https://policies.mq.edu.au). Students should be aware of the following policies in particular with regard to Learning and Teaching:
Students seeking more policy resources can visit Student 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) 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.

**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 Advocacy provides independent advice on MQ policies, procedures, and processes

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.

SECTION 7: PROFESSIONALISM

In the Faculty of Medicine, Health and Human Sciences, professionalism is a key capability embedded in all our courses.

As part of developing professionalism, students are expected to attend all small group interactive sessions including clinical, practical, laboratory, work-integrated learning (e.g., PACE placements), and team-based learning activities. Some learning activities are recorded (e.g., face-to-face lectures), however you are encouraged to avoid relying upon such material as they do not recreate the whole learning experience and technical issues can and do occur. As an adult learner, we respect your decision to choose how you engage with your learning, but we would remind you that the learning opportunities we create for you have been done so to enable
your success, and that by not engaging you may impact your ability to successfully complete this unit. We equally expect that you show respect for the academic staff who have worked hard to develop meaningful activities and prioritise your learning by communicating with them in advance if you are unable to attend a small group interactive session.

Another dimension of professionalism is having respect for your peers. It is the right of every student to learn in an environment that is free of disruption and distraction. Please arrive to all learning activities on time, and if you are unavoidably detained, please join activity as quietly as possible to minimise disruption. Phones and other electronic devices that produce noise and other distractions must be turned off prior to entering class. Where your own device (e.g., laptop) is being used for class-related activities, you are asked to close down all other applications to avoid distraction to you and others. Please treat your fellow students with the utmost respect. If you are uncomfortable participating in any specific activity, please let the relevant academic know.

SECTION 8: INCLUSION AND DIVERSITY

Social inclusion at Macquarie University is about giving everyone who has the potential to benefit from higher education the opportunity to study at university, participate in campus life and flourish in their chosen field. The University has made significant moves to promote an equitable, diverse and exciting campus community for the benefit of staff and students. It is your responsibility to contribute towards the development of an inclusive culture and practice in the areas of learning and teaching, research, and service orientation and delivery. As a member of the Macquarie University community, you must not discriminate against or harass others based on their sex, gender, race, marital status, carers’ responsibilities, disability, sexual orientation, age, political conviction or religious belief. All staff and students are expected to display appropriate behaviour that is conducive to a healthy learning environment for everyone.