Organizational Psychology Syllabus

Industrial Organization Engineering Degree

Academic year 2012-2013

1. Course details

Name	Organisational Psychology
Course field	Ethics and Psychology in Organizations
Code	511103006
Degree Course	Grado en Ingeniería de Organización Industrial
Programme	2009 (Decreto 269/2009 de 31 de julio)
Faculty	Centro Universitario de la Defensa en la Academia General del Aire
Type	Compulsory

Duration	Four-month course		**Year**	3rd

Language	Spanish/English

ECTS	4,5	**Hours / ECTS**	25	**Total workload (hours)**	112,5

Lectures Timetable	Tuesdays, from 7:45 to 9:30 Wednesdays, from 7:45 to 8:35	**Room**	
Classes/Practicals/Seminars timetable		**Building**	

2. Teaching Staff contact details

Head of the course	Marta Martínez Sanz
Department	Integration Department
Area of expertise	Business Management
Office location	Jefatura Estudios AGA
Phone	2172
Fax	968189970
E-mail	mmars26@oc.mde.es
URL / WEB	Aula Virtual UPCT
Office hours (for supervisions)	
Office hours location (for supervisions)	

Lecturer 1	Carmen de Nieves Nieto
Department	Integration Department
Area of expertise	Business Management
Office location	Secretaría de Centro
Phone	2961 **Fax** 968189970
E-mail	Carmen.denieves@upct.es
URL / WEB	Aula Virtual
Office hours (for supervisions)	Tuesdays, from 13: 00 to 15:00
Location (for supervisions)	CUD Secretary

3. Course outline

3.1. Presentation

The actual society is composed by organizations; to remain in that environment, an adequate and systematic management is required. The Organizational Psychology contributes providing training students:

a. Theoretical and conceptual basis to analyze and understand different aspects involved in attitudes and human behaviour in organizations.
b. Providing tools to optimize performance, satisfaction and security of people at work.

Specifically, this discipline provides a high degree of understanding how individual, group and organization behaviours and attitudes are interrelated.

3.2. Year and duration within the degree programme

The subject " Organisational Psychology " is studied in the third year, quarterly – four month course- belonging to Common Module Materials: Industrial Organization.

3.3. Description of the course

The main objective in this subject is to provide students with the most relevant knowledge,- theoretical and practical-, concerning the study of human behaviour in organizations as well as fundamental contributions to social psychology applied to organizations.

This study will be approached from three levels of analysis: the employment context, the worker and management, psychosocial approach allowing a better understanding of interactions between three perspectives and their influence on organizations. The principal aim is that students will reach a specific knowledge

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for dynamic and complex conditions where work takes place in our society and its effects on work behaviour, attitudes and experiences of people.

Moreover, it is intended that students take an active role in the assimilation of contents, promoting reflection and critical thinking through analysis and debates including different views and interests of different actors involved in processes, labour organizations and the social, political, economic, cultural and technological where this activity takes place.

This subject complements the social behaviour view that should be taught during the students training, with a special bond in Human Resources Management contents.

3.4. Related courses. Prerequisites and recommendations

This subject is essential to understand the contents in the subsequent optional subject "Applied Psychology" in the fourth year.
There are no prerequisites for this course.

3.5. Special measures

Special measures allowing simultaneous studies of the subject with military training activities and aeronautics. Specifically, **working groups will be formed** / cooperative learning with their limited availability, fostering learning track by scheduling tutoring and group planning and delivery of activities through the Virtual Classroom.

4. Competences

4.1. Specific competences of the course

Knowledge in Human Resources Management and Organizational Psychology

4.2. Generic and transversal competences

INSTRUMENTAL COMPETENCES
- ☒ T1.1 Analytical and summary skills
- ☒ T1.2 Organizational and planning skills
- ☒ T1.3 Oral and written communication skills in their mother tongue
- ☐ T1.4 Oral and written comprehension skills in a foreign language
- ☒ T1.5 Basic computer skills
- ☒ T1.6 Information management ability
- ☒ T1.7 Problem solving skills
- ☒ T1.8 Decision making ability

PERSONAL COMPETENCES
- ☒ T2.1 Critical and self-critical ability
- ☒ T2.2 Teamwork

☒ T2.3   Interpersonal skills
☒ T2.4   Ability to work in an interdisciplinary team
☐ T2.5   Ability to communicate with experts in other fields
☐ T2.6   Ability to deal with diversity and multiculturalism
☒ T2.8   Ethical commitment

SYSTEMIC COMPETENCES
☒ T3.1   Ability to apply theory to practice
☒ T3.2   Learning ability
☒ T3.3   Ability to adapt to new situations
☒ T3.4   Creativity
☒ T3.5   Leadership
☐ T3.6   Knowledge about other cultures and customs
☐ T3.7   Ability to work autonomously
☒ T3.8   Initiative and entrepreneurship
☒ T3.9   Quality concern
☒ T3.10 Motivation for success

4.3. General aims/ Degree specific competences

SPECIFIC COMPETENCES OF THE FIELD
☒ E.1.3.e Knowledge on Human Resources Management and Organizational Psychology

PROFESSIONAL COMPETENCES
☒ E.2.3. Ability to solve problems with initiative, decision, creativity, critical thinking communicating and transferring knowledge, skills and abilities

OTHER COMPETENCES

4.4. Learning objectives

- Provide the necessary knowledge to let students know organizations from the psychological point of view, as well as the implementation of theoretical knowledge.
- Know the principles of groups and organizations psychosocial functioning,
- Develop skills to influence and promote individuals, groups, and organizations quality life, in contexts of work and organizations,
- Describe and measure interaction processes, dynamics and organizational structure identifying problems and organizational needs.

5. Contents

5.1. Contents according to the Degree programme

The subject contents are:
Organizational Psychology Concept, Organizational environment, Organizations´ structure, Culture and organizational climate, Organizational Processes. Negotiation processes. Communication and leadership in organizations. Organizational Effectiveness. Psychologist role in organizations.

5.2. Lectures programme

PART 1. Conceptual
Unit 1. Conceptual and historical delimitation of Work and Organizational Psychology.
Unit 2. Worker's contextual factors: working conditions and culture

PART 2. The context: the organization as a system Study of the contemporary organization
Unit 3. Psychosocial factors: interaction, team works, leadership and work climate.
Unit 4. Psychosocial processes in the context of the organization: socialization, power, leadership and organizational communication

PART 3. The worker: behaviour in the work place as a psychosocial phenomenon
Unit 5. Work attitudes: job satisfaction, involvement and organizational commitment.
Unit 6. "Work activity: performance and motivation
Unit 7. Conflict management and negotiation in organizations
Unit 8. The role of psychologists in the organization

5.3. Classes/Seminars/practices/tutorials programmed

Practical cases / exercises / works will be developed at the end of each chapter in order to familiarize the students with the practical application with the subject and real life. The learning objectives are:

- Encourage not only the critical but also the self-critical position.
- Teamwork.
- Encourage the implementation of theoretical knowledge.
- Apply theoretical knowledge.
- Prepare reports, detailing practical objectives, analyzing and justifying the reached results and conclusions.
- Train the students to handle specifications, regulations and mandatory standards.
- Encourage public presentations and works.

6. Teaching methodology

6.1. Learning activities

Activity	Lecturer role	Student role	ECTS
Lectures	Explanation of the subject and following the students' acquisition and application	<u>Attendance</u>: attendance to classes and participation	**1,45**
		<u>Non-attendance</u>: Study of the subject.	**1,45**
Problem and Cases Classes	Solving problems and analysis of case studies led by Professor.	<u>Attendance</u>: Active participation. Exercises and question approaching.	**0,5**
		<u>Non-attendance</u>: Study of the subject. Solving problems and analysis of case studies led by Professor.	**0,5**
Supervisions and group tutorials	Supervisions and Tutorials (individual or group) in order to track individual and / or group learning. Solving problems in groups and learning motivation.	Tutorials in group (10 students) in order to solve problems. Individual tutorials to queries.	**0,4**
		<u>Non-attendance</u>: Queries sent by e-mail.	**0,1**
Course assessment	Solving written test/ exams sessions -- partial and final--	<u>Attendance</u>: Questionnaires and written exam.	**0,1**
TOTAL			**4,5**

7. Assessment

7.1. Assessment system

Methods	Criteria	Weighting	Generic competences
Individual written exam (80% final qualification)	**Theoretical- Practical part** Theoretical and Theoretical- practical knowledge will be evaluated	80 % (Final qualification)	T1.1,T1.2, T1.3, T1.4, T1.6, T1.7, T1.8, T3.1, T3.2, T3.3, T3.4, T3.5
Homework, Class participation, presentations. (20% final qualification)	Evaluates class participation, contribution to topics discussion, teamwork, work exposure, innovation, and critical evaluation.	20 % (Final qualification)	T1.1, T1.2, T1.3, T1.4,T1.6, T1.7, T2.1, T2.2, T2.3, T2.4, T2.5, T3.1, T3.2, T3.4, T3.5, T3.8, T3.9, T3.10.

(1) Conditions for the written test will be specified in the previous notice of the examination. A minimum of 40% of the exam is required in order to compute the rest of the work: presentations, class participation and other.
(2) Quality criteria previously established has to be comply in this subject

7.2. Learning process monitoring

Students' competences acquisition will be carried out through questions raised by students, supervisions, group presentations assessment, portfolio tasks assessment and exams.

8. Results, learning activities and assessment

8.1. Learning objectives/learning activities/results assessment

Learning objectives (4.4)	Lectures	Classes	Practicals	Tutorials	Continous assessment	Assessment	Research project	Problems	Teamwork	Practicals reports	Oral presentations
Understand groups and organizations psychosocial principles of functioning	■	■	■					■	■	■	■
Have the skills to influence and promote the quality life of individuals, groups, and organizations in contexts of work and organizations	■	■	■					■	■	■	■
Describe and measure interaction processes. Organizational and inter-organizational. structure	■	■	■					■	■	■	■
Identify organizational and inter-organizational problems and needs	■	■	■					■	■	■	■

9. ECTS Allocation

COURSE		ATTENDANCE		CONVENTIONAL ATTENDANCE		NON-CONVENTIONAL ATTENDANCE		NON-ATTENDANCE	
CREDITS	TOTAL HOURS	AC	AH	CAC	CAH	NCAC	NCAH	NAC	NAH
4.5	112.5	2,45	61.25	1.95	48.75	0,50	12,5	2.05	51.25

CREDITS ALLOCATION ORIENTATION		
	6 ECTS	
TOTAL HOURS	150	
	10	
	4	
	3 3≤ x ≤4	Habrá que sumar, en cada caso, las horas sobrantes de las prácticas de laboratorio
	1	Estimación orientativa de 4 prácticas de laboratorio en sesiones de 2 horas (8 horas). El resto de horas (15-8=7) pasan a horas de teoría y problemas
	12	
	8	Una distribución orientativa sería realizar 4 sesiones de tutorías planificadas a grupos de unos 10 alumnos.
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AC: ATTENDANCE CREDITS
CAC: CONVENTIONAL ATTENDANCE CREDITS
NCAC: NON-CONVENTIONAL ATTENDANCE CREDITS
NAC: NON-ATTENDANCE CREDITS

AH: ATTENDANCE HOURS
CAH: CONVENTIONAL ATTENDANCE HOURS
NCAH: NON-CONVENTIONAL ATTENDANCE HOURS
NAH: NON-ATTENDANCE HOURS

10. SCHEDULE

Week	Units or activities	Lectures	Classes	Practicals (laboratory classes)			Teamwork	Tutorials	Seminars	Visits		Assessment			Self-study	Individual papers	Group papers	Continuous assessment		TOTAL HOURS
		ATTENDANCE ACTIVITIES														**NON-ATTENDANCE ACTIVITIES**				
		Conventional					Non-conventional													
1	U1	3																		3
2	U1	2	1												4	1				8
3	U2	3																		3
4	U2	2	1												4	1				8
5	U3	3																		3
6	U3	3													1					4
7	U3	1	1.5												4	0.75				7.25
8	U4	3																		3
9	U4	2	1												4	1	1			9
10	U5	3													1					4
11	U5	2	1												4	1	1			9
12	U6	3													1					4
13	U6	2	1												4.25	1	1			9.25
14	U7	2	1												1					4
15	U7		3												4	0.75	3			10.75
16	U8	1.25	1																	2.25
17	U8	1	1												4	1	1.5			8.5
Exams												2.5								2.5
Other								10												10
Total hours		36.25	12.5					10				2.5			36.25	7.5	7.5			112.5

U=Unit

11. REFERENCES

Specific References

Gil, F. y Alcover De La Hera, C.M. (2005). Introducción a la psicología de las Organizaciones. Madrid: Alianza Editorial.

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Greenberg, J. y Baron, R. A. "Behavior in Organizations: Understanding and Managing the Human Side of Work (9ª ed.)". Pearson Education, 2008

Anderson, N., Ones, D. S., Sinangil, H. K. y Viswesvaran, C. Handbook of Industrial, Work & Organizational Psychology. Vol. 1: Personnel Psychology; Vol. 2: Organizational Psychology . Sage, 2001.

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