

# PSYC\*3490, Course Outline: Fall 2020

## General Information

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**DUE to the COVID-19 pandemic, this course is offered in an alternative format.**

**Alternative Delivery Asynchronous – AD-A Remote: no day and time for class**

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**Course Title:** Social and Organizational Psychology

**Course Description:**

This course will explore and examine issues in the workplace from a social and organizational psychological perspective. The topics will discuss a wide range of theories and research in organizational and social psychology. Additionally, some topics will take examined with considerations to how current events are shaping the workplace (e.g. COVID-19). The course will discuss: organizational processes; leadership; power; biases, discrimination, and harassment in the workplace; quality of work life; mental health and well-being; and absenteeism/presenteeism. Students will learn how to apply psychological theories and research to understand and improve applied issues.

**Credit Weight:** .50

**Academic Department (or campus):** Department of Psychology

**Semester Offering:** Fall 2020

**Class Schedule and Location:** Asynchronous. Slides and lectures videos will be uploaded on CourseLink regularly. Also, please be sure to complete the quizzes and submit assignments on time as indicated in this course outline and on CourseLink.

## Instructor Information

**Instructor Name:** Professor Basem (Bas) Gohar

**Instructor Email:** [bgohar@uoguelph.ca](mailto:bgohar@uoguelph.ca) | Feel free to reach out to me or the GTAs if you have any questions or concerns. As a general rule, I will do my best to answer emails within 2 business days. I do not check or answer emails on weekends. If the matter is private, please request a virtual call.

**Office location and office hours:** Virtual – Fridays 3:30-4:30 PM or by appointment

## GTA Information

GTA Name: Diogo Borba

GTA Email: [dborba@uoguelph.ca](mailto:dborba@uoguelph.ca)

GTA office location and office hours: TBA

GTA Name: Katherine Gibbard  
GTA Email: [kgibbard@uoguelph.ca](mailto:kgibbard@uoguelph.ca)  
GTA office location and office hours: TBA

GTA Name: Julia Power  
GTA Email: [jpower09@uoguelph.ca](mailto:jpower09@uoguelph.ca)  
GTA office location and office hours: TBA

## **Course Content**

### **Specific Learning Outcomes:**

Students who successfully complete this course are expected to:

1. Demonstrate mastery of a body of knowledge in social and organizational psychology.
2. Gain an understanding of theories as well as research evidence in social and organizational psychology.
3. Demonstrate the ability in identifying and solving applied issues effectively using social and organizational psychology theory and research.
4. Develop critical thinking skills by objectively considering various angles in dealing with social/organizational issues in psychology.
5. Gain mastery in consulting empirical literature to present balanced arguments related to social and organizational psychology.
6. Demonstrate a mature sense of openness, empathy, and respect when discussing social and current issues.
7. Communicate ideas effectively in writing.
8. Demonstrate creativity in applying course content.
9. Communicate ideas effectively orally and by using technological tools.

### **Lecture Content:**

Each week, you will find video(s) related to the week's content. Additionally, you will see the lectures posted in an incomplete format. By watching the videos (i.e. lectures), you will be able to find the content need to complete your lecture notes. The following topics will be covered in this course:

#### **Organizational justice**

Leadership  
Biases, discrimination, & harassment  
Quality of work life

#### **Group processes**

Power  
Mental health & well-being  
Absenteeism & Presenteeism

**Labs: N/A**

**Seminars: N/A**

### Course Assignments and Tests:

| Assignment or Test               | Due Date                                | Contribution to Final Mark (%) | Learning Outcomes Assessed |
|----------------------------------|---|--------------------------------|----------------------------|
| Introduction sheet               | September 18, 2020 before 11:59 PM      | 2%                             | 6,7                        |
| Online quiz 1 (best 4/5 quizzes) | September 25, 2020 before 5:00 PM       | 5%                             | 1-3                        |
| Critical thinking assignment 1   | October 2, 2020 before 11:59 PM         | 10%                            | 1-7                        |
| Online quiz 2 (best 4/5 quizzes) | October 9, 2020 before 5:00 PM          | 5%                             | 1-3                        |
| Online quiz 3 (best 4/5 quizzes) | October 23, 2020 before 5:00 PM         | 5%                             | 1-3                        |
| Critical thinking assignment 2   | October 30, 2020 before 11:59 PM        | 10%                            | 1-7                        |
| Online quiz 4 (best 4/5 quizzes) | November 6, 2020 before 5:00 PM         | 5%                             | 1-3                        |
| Online quiz 5 (best 4/5 quizzes) | November 20, 2020 before 5:00 PM        | 5%                             | 1-3                        |
| Final project                    | November 27, 2020 before 11:59 PM       | 25%                            | 1-9                        |
| Course reflection                | December 2, 2020 before 5:00 PM         | 3%                             | 6,7                        |
| Final examination                | December 17, 2020;<br>7:00 PM – 9:00 PM | 30%                            | 1-3,6,7                    |

### Additional Notes:

**Videos:** Lectures will be posted on CourseLink in a video format.

**Lecture Slides:** An 'Incomplete' version of the lecture slides will be available on CourseLink. Through videos of the lecture, you will be able to fill in the incomplete areas. This method has been effective for students to pay attention to the content.

### INFORMATION ON EVALUATION

**Introduction sheet:** I take pride in getting to know the students in my classroom irrespective of the classroom size. In light of the COVID-19 pandemic and the size of this classroom, your first assignment is to introduce yourself. Please feel free to express what you hope to gain from this course, and a bit about your future goals. This introduction sheet will be evaluated based on completion (i.e. pass/fail). Late submissions receive 0%.

**Online Quizzes:** Approximately every two weeks, you will have an online quiz VIA CourseLink that is worth 5% of your grade. The best 4 out of 5 scores will count towards your final grade. Each quiz contains five questions (1% each) that must be completed by the assigned date, before 5:00 PM. Items will be drawn from course materials (slides, lectures, guest lecture presentations, assigned readings, etc.) related to the past and current week of the quiz date. As an example, the October 9<sup>th</sup> quiz will cover content during the weeks of September 28<sup>th</sup> and October 5<sup>th</sup>. You will have 10 minutes, which gives you two minutes per question. Please be advised that questions are drawn from a more extensive test bank. Therefore, you might not be

receiving the same questions or in the same order as your peers. You will receive your grade immediately following your completion of the quiz.

**Critical thinking assignments:** As you advance further into your current degree (and beyond), you will likely hear the term “critical thinking” more frequently. Critical thinking refers to the ability to skillfully conceptualize, analyze, and objectively communicate ideas. During the semester, you will receive two critical thinking questions. Responses should be prepared as though they were being submitted to a local newspaper. Responses must be no more than 500 words and must be submitted by 11:59 PM on the assigned date on CourseLink. Each response is worth 10% of your final grade. Responses are graded on the ‘quality’ of the written document and ‘depth’ of the content. Any information that requires referencing must be properly cited using APA and full references must be provided at the bottom of the text. Students are encouraged to use peer-reviewed and credible sources of information only. For each late submission, 2% will be deducted per day from the total score.

**Final Project:** This project intends to help you synthesize content you learned from this course in an applied and creative way. In this project, you will pretend that you are the founder of a large company. In a three-minute or less video, you will describe your company and its values to a newly hired employee as part of their orientation. Your goal is to include information you learned from this course to portray why your company is successful and its employees are satisfied. In addition to the video, you will be asked to offer a presentation (10 minutes or less) to formally discuss your company, its policies and practices, and elaborate on the video you presented. Unlike the video, the target audience for the presentation is professional/academic. Thus, you must provide justifications for your company’s policies and practices. Finally, you are asked to provide a paper that offers more details about your company. ***Project Summary Tasks: 3-minute or less video; 10-minute or less presentation; summary paper.***

Final Project Rubric:

| Final Project Components | Information  | Points |
|--------------------------|--|--------|
| Three-minute Video       | <ul style="list-style-type: none"> <li>- Visually appealing?</li> <li>- Based on theory/research?</li> <li>- Likelihood of this being used in a real company</li> </ul>  | 7      |
| Presentation             | <ul style="list-style-type: none"> <li>- 10 minutes or less?</li> <li>- Good introduction and Conclusion</li> <li>- Describes rationale of the video</li> <li>- Offers more detail with empirical evidence</li> </ul>  | 8      |
| Written Paper            | <ul style="list-style-type: none"> <li>- Minimum 4 pages, maximum 10 pages double spaced (excluding references and appendices)</li> <li>- Well structured:               <ul style="list-style-type: none"> <li>+ Introduction (company)</li> <li>+ Purpose of the video</li> <li>+ Social/organizational strategies implemented in the video</li> <li>+ Justification based on theories and research</li> </ul> </li> </ul> | 10     |

| Final Project Components | Information  | Points |
|--------------------------|--|--------|
|                          | <ul style="list-style-type: none"> <li>- The paper is free of grammatical and spelling errors, uses proper citations and references, and easy to follow</li> <li>- Used resources from classroom and other credible sources (e.g. research articles) using APA style.</li> </ul> |        |

**Course reflection:** At the end of this course, you will have the opportunity to reflect on what you have learned. Additionally, you will be asked to provide feedback on the delivery format of this course (asynchronous) and suggestions to improve it. **MINIMUM 200 WORDS AND MAXIMUM 500 WORDS.** This sheet will be evaluated based on completion (i.e. pass/fail). Late submissions will be graded as zero.

**Final examination:** The final exam will cover course materials from the entire semester. Questions will be drawn from lectures, guest lectures, discussions, and assigned readings. The exam will consist of approximately 50 multiple-choice questions (including true or false) and a couple of short answer questions where you will be asked to define certain terms. This course requires the use of Respondus LockDown Browser and Monitor (webcam) to proctor your online final exam within CourseLink (more information on Respondus below)

**Final examination date and time:** December 17, 2020, 7:00 PM – 9:00 PM

**Final exam weighting:** 30%

### **Course Resources**

Please visit regularly the course website at <http://courselink.uoguelph.ca> to obtain information and materials for this course.

### **Required Texts:**

There will be no textbooks required for this course. However, there will be assigned readings uploaded on CourseLink.

### **Final Exam:**

This course requires the use of Respondus LockDown Browser and Monitor (webcam) to proctor your online final exam within CourseLink. Use of Lockdown Browser with a webcam has been implemented to maintain the academic integrity of the two exam. You must [download and install LockDown Browser and Monitor](#) to complete the practice test and final exam. While writing the practice test and final exam, you must show your university issued identification card during the Respondus Startup Sequence.

Both exams are multiple choice answer format. The questions are from the textbook and the lecture material. Similar to a sit-down exam where you must arrive prior to the start of the exam, it is highly recommended that you enter the online exam environment in Respondus at

least 20-30 minutes before the end of the available window to allow enough time for you to complete the Respondus Startup Sequence and ensure that you have the full two hours for the exam.

Please be sure to review the Using Respondus Lockdown Browser and Monitor instructions by selecting **Content** on the navbar to locate **Assessments** in the table of contents panel.

**Important Note:** There is a mandatory practice test that you are required to take before the online exam. The purpose of the [practice test is to ensure that Respondus LockDown Browser and Monitor is set up properly](#) and that you are comfortable using the software.

If you have any questions regarding the use of Respondus Lockdown Browser and Monitor or if you encounter any technical issues during the practice test or final exam, please contact CourseLink Support at [courselink@uoguelph.ca](mailto:courselink@uoguelph.ca) or 519-824-4120 ext. 56939.

University of Guelph degree and associate diploma students must check [WebAdvisor](#) for their examination schedule. Open Learning program students must check the [Open Learning Program Final Examination Schedule](#) for their examination schedule.

<http://www.respondus.com/lockdown/download.php?id=273932365>

<https://webadvisor.uoguelph.ca>

<http://opened.uoguelph.ca/student-resources/Open-Learning-Program-Final-Exam-Schedule>

<http://opened.uoguelph.ca/student-resources/final-exams>

**Recommended Texts: N/A**

**Lab Manual: N/A**

**Other Resources: N/A**

**Field Trips: N/A**

**Additional Costs: N/A**

## **Course Policies**

### **Grading Policies**

Late personal information sheets AND course reflections will be grades as zero.

You will not be permitted to take an online quiz past the posted deadline, unless under extenuating circumstances, which should be communicated with the GTAs and the professor as soon as possible.

For critical thinking assignments, 2% will be deducted for each day the submission is late.

For the final project, 5% will be deducted for each day the submission is late.

### **Re-Grading Assignments Guideline**

Where a student is of the belief that an assignment has not been accurately graded, they are to pursue a 2-step course policy: 1) as soon as possible, meet with the original TA that graded the assignment, and if a student remains dis-satisfied, 2) they can request from the instructor that

another TA re-grade the assignment. Note that the student will be required to accept the re-grade, whether it be higher or lower.

### **Course Policy on Group Work: N/A**

### **Course Policy regarding use of electronic devices and recording of lectures:**

Electronic recording of classes is expressly forbidden without consent of the instructor. When recordings are permitted, they are solely for the use of the authorized student and may not be reproduced, or transmitted to others, without the express written consent of the instructor. Similarly, any material created by the course instructor is intended for those enrolled in this course solely. Under no circumstances are you allowed to disseminate course materials to external parties.

### **Student Rights and Responsibilities when Learning Online**

The lectures are presented in an asynchronous approach and thus, will not be live. For virtual meetings with the professor, posting any content on CourseLink, or for the purpose of the final project, please be advised of the following behaviours that are not tolerated:

- Posting inflammatory messages about your instructor or fellow students
- Using obscene or offensive language online
- Copying or presenting someone else's work as your own
- Adapting information from the Internet without using proper citations or references
- Buying or selling term papers or assignments
- Posting or selling course materials to course notes websites
- Having someone else complete your quiz or completing a quiz for/with another student
- Stating false claims about lost quiz answers or other assignment submissions
- Threatening or harassing a student or instructor online
- Discriminating against fellow students, instructors and/or TAs
- Using the course website to promote profit-driven products or services
- Attempting to compromise the security or functionality of the learning management system
- Sharing your username and password

### **University Policies**

#### **Disclaimer**

Please note that the ongoing COVID-19 pandemic may necessitate a revision of the format of course offerings and academic schedules. Any such changes will be announced via CourseLink and/or class email. All University-wide decisions will be posted on the [COVID-19 website](#) and circulated by email.

#### **Illness**

The University will not require verification of illness (doctor's notes) for the Fall 2020 or Winter 2021 semesters.

## **Academic Consideration**

When you find yourself unable to meet an in-course requirement because of illness or compassionate reasons, please advise the course instructor in writing, with your name, id#, and e-mail contact. See the academic calendar for information on regulations and procedures for

Academic Consideration:

[Academic Consideration, Appeals and Petitions](#)

## **Academic Misconduct**

The University of Guelph is committed to upholding the highest standards of academic integrity and it is the responsibility of all members of the University community, faculty, staff, and students to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring.

University of Guelph students have the responsibility of abiding by the University's policy on academic misconduct regardless of their location of study; faculty, staff and students have the responsibility of supporting an environment that discourages misconduct. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection. Please note: Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt. Hurried or careless submission of assignments does not excuse students from responsibility for verifying the academic integrity of their work before submitting it. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with a faculty member or faculty advisor.

The Academic Misconduct Policy is detailed in the Undergraduate Calendar:

[Academic Misconduct Policy](#)

## **Accessibility**

The University of Guelph is committed to creating a barrier-free environment. Providing services for students is a shared responsibility among students, faculty and administrators. This relationship is based on respect of individual rights, the dignity of the individual and the University community's shared commitment to an open and supportive learning environment. Students requiring service or accommodation, whether due to an identified, ongoing disability or a short-term disability should contact [Student Accessibility Services](#) as soon as possible.

For more information, contact SAS at 519-824-4120 ext. 54335 or email [accessibility@uoguelph.ca](mailto:accessibility@uoguelph.ca) or the [Student Accessibility Services Website](#)

## **Course Evaluation Information**

Please refer to the [Course and Instructor Evaluation Website](#) .



## **Drop date**

The last date to drop one-semester courses, without academic penalty, is Dec. 04, 2020 . For regulations and procedures for Dropping Courses, see the [Schedule of Dates in the Academic Calendar](#). Instructors must still [provide meaningful and constructive feedback to students prior to the 40<sup>th</sup> class](#) day. [Current Undergraduate Calendar](#)