PSYC*3490, Course Outline: Fall 2021

General Information

DUE to the ongoing COVID-19 pandemic some courses are being offered virtually and some face to face. **This course is offered using the Face-to-Face format. The course has set day, time, and location of class and students are required to be on campus.** Lectures, discussions, and quizzes are scheduled to take place face to face and cannot be completed remotely or virtually. For missed lectures (e.g., due to illness, the requirement to self-isolate, work, etc.), students are expected to take their own steps, such as arranging with other students to catch up on missed materials. A discussion board is available on CourseLink for students to share lecture notes, and specific questions about missed material can be brought to the instructor's office hours. For missed exams and assignments, detailed polices are listed below in the Course Policies section. Disability-related requests for accommodation should follow standard university procedures, and all other requests should follow standard academic consideration policy and procedures.

For information on current safety protocols, follow these links:
Return to Campuses - Preparing for Your Safe Return
Return to Campuses - Classroom Spaces
Please note, these guidelines may be updated as required in response to evolving University, Public Health, or government directives.

Course Title: Social and Organizational Psychology

Course Description:

A number of applied issues will be examined from a social and organizational psychological perspective. The topics will include workplace deviance, stress, well-being, work-life conflict, groups & teams, conflict management, decision-making, power & status, voice, diversity, gender issues, and harassment. Throughout the term, students will learn how groups and teams work best and will apply this learning to their own group work. Students will learn how to apply psychological theories and research to understand and ameliorate applied issues.

Credit Weight: 0.50

Academic Department (or campus): Department of Psychology

Semester Offering: Fall 2021

Class Schedule and Location: Tuesdays and Thursdays 1:00-2:20pm, ALEX 100

Course website: Please visit regularly the course website at Courselink to obtain important information and materials for this course, including instructions for assignments, readings, and lecture slides.

Instructor Information

Instructor Name: Samantha Hancock
Instructor Email: shanco03@uoguelph.ca
Office location: TBA
Office hours: Wednesdays 1-2pm via Zoom (see CourseLink for meeting invite) or by appointment

GTA Information

GTA: Shelby McGraw
GTA Email: smcgraw@uoguelph.ca
GTA office location: N/A
GTA office hours: on zoom by appointment

GTA Name: Jessica Seddon
GTA Email: jseddon@uoguelph.ca
GTA office location: N/A
GTA office hours: on zoom by appointment

GTA Name: Elcin Ray Yol
GTA Email: raye@uoguelph.ca
GTA office location: N/A
GTA office hours: on zoom by appointment

Course Content

Specific Learning Outcomes:

A student who successfully completes this course is expected to:

1. Demonstrate mastery of a body of knowledge in social and organizational psychology.

2. Generate connections between social and organization psychology research to examine organizational issues.

3. Recognize the importance of rigorous methodologies and research evidence support for claims in social and organizational psychology.

4. Identify and solve applied issues in an effective manner using social and organizational psychology theory and research.

5. Demonstrate personal responsibility and accountability to the group.

6. Demonstrate and communicate awareness of each member's role and contributions to the team.

7. Demonstrate understanding and sensitivity to the complex interpersonal processes that result in team performance and group work.

8. Demonstrate a mature sense of openness, empathy, and show evidence of knowledge of diverse perspectives, including cultural ones.

9. Communicate ideas effectively in writing.

10. Communicate ideas effectively orally.

Lecture Content:

Power and Status	Gender issues
Groups and teams	Workplace deviance
Conflict management	Stress, well-being, and work-life conflict
Diversity in organizations	Decision-making
Voice	Harassment

There is no textbook for the course. Rather, there are a series of readings (e.g., journal articles, popular press articles, book chapters). These will be posted on the course website. There will also be podcast episodes that will be considered part of the "readings" for this course (these will be available on Spotify and Apple podcasts). Only skeleton slides will be posted on CourseLink. Their purpose is simply to provide you with a sense of structure for the class.

In this course, students will engage in active learning. Rather than passively acquiring course content, you will engage in critical thinking, integrative thinking, and problem solving. In addition, working in a team on the group project will give you first-hand experience with several of the topics that we will cover in the course.

Course Assignments and Tests:

Assignment or Test	Due Date and Method	Worth (%)	Learning Outcomes Assessed
Quiz 1	Sept 30 in class online	10%	1, 2, 3, 4, 9
Quiz 2	Oct 28 in class online	15%	1, 2, 3, 4, 9
Quiz 3	Dec 2 in class online	15%	1, 2, 3, 4, 9

Assignment or Test	Due Date and Method	Worth (%)	Learning Outcomes Assessed
Student information sheet	Sept 21 at 4pm (Qualtrics survey)	1%	5, 7
Team Contract	Oct 1 at 11:59pm dropbox	4%	5, 6, 7, 8, 9, 10
Discussion Participation*	In class (Sept 21, Oct 14, 26, Nov 9, 18, & 30)	5%	All
Group Project Proposal	Oct 22 at 11:59pm dropbox	5%	All
Group Project Final Report	Nov 26 at 11:59pm dropbox	15%	All
Peer Evaluations	Nov 30 11:59pm Online survey	10%	5, 6, 7, 8, 9
Reflection Paper	Dec 7 11:59pm dropbox	20%	1, 2, 3, 4, 7, 8, 9

*Only 5 out of 6 discussion days will count towards your final grade (worth 1% each). Grade is pass/fail based on whether you were present in class on that day and contributing to the discussion.

Additional Notes:

Student Information Sheet: You will receive an email for a link to complete this form online on September 17 and the form must be completed by September 21 at 4pm. I use this information to form groups that have the potential to be successful. So please be accurate and forthcoming. Because I need this information in a timely fashion, late sheets receive 0%. You may have 10 minutes leeway to submit online by 4:10pm. Those who do not meet this deadline will be placed in a group with other people who were also unable to meet the deadline.

Discussions: Throughout term, there will be six discussion days where we will discuss the readings/podcasts as a class and in small groups. Only 5/6 discussion days will count towards your grade. The grade will be pass/fail based on attendance and contribution.

Team Contract: Your group will complete a contract clearly outlining how you will work together effectively. This is worth 4% of your grade. A template and further instructions will be provided in class.

Quizzes: The quizzes will consist of approximately 25-30 multiple choice questions and 2-3 short answer questions that each have subcomponents. Questions may be drawn from all the course material covered (e.g., readings, lectures, discussions) up to and including the material covered during the previous class. The quizzes could include questions based on material solely from the

readings, podcasts, lectures, or discussions. The quizzes are NOT cumulative. **Please have your student ID card and laptop computer to write the exam. Quizzes will be written in class on your own computer through the "Quiz" function on CourseLink. You will be required to use the Respondus Lockdown browser (NOT the camera) to prevent accessing other websites or programs during the quiz.**

Group Project: In this course students will be assigned to a team to complete a group project throughout the term. The project involves identifying a topic area of interest related to the course, a problem currently faced by organizations in that area, conducting a literature search for relevant research in that area, and using that research and other information available to propose a research-based solution to the applied problem of interest. The report should also detail an example of how organizations could implement your proposed solution and how you could tell if it was successful (or not). A proposal is due on Oct 22 that should identify your topic, problem, and literature review. The instructor will provide feedback on your proposal to assist you in writing up the final report. The final report should be 5-6 pages double-spaced (not including references, title page, tables/figures) APA format. Further instructions will be provided in class on Sept 28.

Peer Evaluation: You will receive an email for a link to complete this form online after your final reports have been submitted. You will evaluate your and your team members' contribution to the group project and to effective team processes. Further instructions will be posted on CourseLink and provided in class.

Reflection Paper: This is an individual assignment, not a group assignment. An experiential learning activity like this project will not lead to learning without reflection. There are opportunities to learn about many different things from this project (e.g., diversity; group dynamics; decision making; leadership; project management). The purpose of this reflection paper is to motivate you to take some time to reflect on what happened during the project and, through reflection, develop some deeper insights into yourself or the world around you. Papers should be a minimum of 3 pages to a maximum of 4 pages double-spaced APA format. Further instructions and a rubric will be provided in class and on CourseLink.

Final Exam: There is no final exam in this course.

Final examination date and time: No Final exam

Course Resources

Required Texts:
None

Recommended Texts:
None

Lab Manual:
Not applicable.

Other Resources:
Please regularly visit the course website at http://courselink.uoguelph.ca to obtain important information and materials for this course, including instructions for assignments, readings, skeleton lecture slides. Podcast episodes are available on Spotify and Apple podcasts.

Field Trips:
Not applicable.

Additional Costs:
Not applicable.

Course 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.

Grading Policies

Late student information sheets and peer evaluations are graded as zero. The group contract and Group project (proposal and final report) will be docked 10% per day if they are late. Reflection papers will be docked 2 marks per day up to 3 days late. If later than 3 days a mark of zero will be given.

Please also note that work submitted for grades may be **screened electronically for academic misconduct**, including breaches of academic integrity and plagiarism.

Please note that there will be no supplemental evaluation/examination for this course.

Course Policy on Group Work:
See above.

Policy on missed classes and exams
All of the information related to the logistical and administrative components of this course will be communicated during class time. If you miss a class, it is your responsibility to make contact with a

fellow student and catch up on what you missed, regardless of whether the absence was justified or not.

If you miss an evaluation (e.g., exam, due date for an assignment) you may wish to seek academic consideration for your absence (e.g., if you believe your absence qualifies for medical or compassionate reasons). Please contact the course instructor as soon as possible if you miss an exam or a due date or if you have an ongoing personal or health issue that will affect your ability to meet any due date or deadline. Medical notes will not normally be required for singular instances of academic consideration, although students may be required to provide supporting documentation for multiple missed assessments or when involving a large part of a course (e.g. final exam or major assignment). See the undergraduate calendar for detailed information on regulations and procedures for Academic Consideration.

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.

Policy regarding materials provided by instructor and his designates
The material shared by the course instructor or by her designate (e.g., TA) as part of this course, including copies of the lecture slides, are solely for the personal use of the authorized student and may NOT be reproduced, or transmitted to others, whether it is in their original format or a modified version, without the express written consent of the course instructor.

Policy on emails

Emails will usually be answered within 48 hours during weekdays. It is possible that some emails that are not from a university address (e.g., @hotmail.com) may be treated as spam. So do not hesitate to follow up if your email was not answered. The university expects you to check your U of Guelph email account regularly and us to use it to communicate with you.

Policy regarding exam copies

Copies of the exam are loaned to registered students for the duration of the examination only. They remain the property of the course instructor at all times. All copies must be returned to the instructor or her designate at the end of the examination time. They cannot be removed from the examination room under any circumstances. All material contained in the exams is copyrighted, and may not be reproduced, or transmitted to others, without the express written consent of the instructor.

University Policies

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 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. 03, 2021. For regulations and procedures for Dropping Courses, see the [Schedule of Dates in the Academic Calendar.](#)

Instructors must provide [meaningful and constructive feedback, at minimum 20% of the final course grade, prior to the 40th class day](#).

[Current Undergraduate Calendar](#)

Additional Course Information

Course instructors are allowed to use software to help in detecting plagiarism or unauthorized copying of student assignments. Plagiarism is one of the most common types of academic misconduct on our campus. Plagiarism involves students using the work, ideas and/or the exact wording of other people or sources without giving proper credit to others for the work, ideas and/or words in their papers. Students can unintentionally commit misconduct because they do not know how to reference outside sources properly or because they don't check their work carefully enough before handing it in. 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.

In this course, your instructor will be using Turnitin.com to detect possible plagiarism, unauthorized collaboration or copying as part of the ongoing efforts to prevent plagiarism in the College of Social and Applied Human Sciences.

A major benefit of using Turnitin is that students will be able to educate and empower themselves in preventing misconduct. In this course, you may screen your own assignments through Turnitin as many times as you wish before the due date. You will be able to see and print reports that show you exactly where you have properly and improperly referenced the outside sources and materials in your assignment.