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| **Al-Farabi Kazakh National University**  **Syllabus**  **Autumn semester 2019-2020** | | | | | | | | | | | |
| **Code of discipline** | | **Name of discipline** | **Type** | **Hours per week** | | | | | **Credits** | **ECTS** | |
| **lecture** | **Practical** | | **Lab** | |
|  | | “Study of Organizations” | ОК | 2 | 1 | | 0 | | 3 | 5 | |
| **Lector** | | Lecturer: Professor, higher doctor of psychological sciences  Duisenbekov D.D. | | | | **Office hour** | | | | According schedule | |
| **e-mail** | | e-mail: dauletdd@mail.ru | | | |
| **Telephone** | | Telephone: +77019933897; +77773768493; +7077291955; +77272925717 (2131) | | | | **Auditorium** | | | |  | |
| **Academic presentation of the course** | | Content of the discipline " Study of Organizations" is aimed to studying basics of applied psychology that are necessary for training specialists of mastership degree in the system of higher education. The main thesis of the discipline is a team as a doer of different forms of constructive activity including cognitive, learning and communicative.  § The purpose of the course: The aim of course is to conduce students to acquire basic knowledge of practical psychology for applying them in their life and for development of their professional potential. | | | | | | | | | |
| **Prerequisites** | | Measuring and Productivity Reward, Research Methods and Experience | | | | | | | | | |
| **Postrequisites** | |  | | | | | | | | | |
| **Informational resource** | | **Main Bibliography**  1. Gross Richard. Psychology: The Science of Mind and Behaviour. - Hodder Education; 7th Revised edition, 2015. – 1000 p.  2. [The SAGE Encyclopedia of Industrial and Organizational Psychology by Steven G. Rogelberg (Editor)](https://mirlyn.lib.umich.edu/Record/015223272). – London: SAGE Publications Ltd., 2017.  3. March J.G. Explorations in Organizations. – Stanford, California: Stanford University Press, 2008. – 449 p.  4. Clegg Stewart, Kornberger Martin, Pitsis Tyrone. Managing and Organizations. An Introduction to Theory and Practice. Third Edition. – London: SAGE Publications Ltd., 2011. – 682 p.  4. [APA Handbook of Industrial and Organizational Psychology by Sheldon Zedeck (Editor)](https://mirlyn.lib.umich.edu/Record/012346781). – Washington, DC: American Psychological Association, 2011.  5. Cohn JM, Khurana R, Reeves L (October 2005). "Growing talent as if your business depended on it". [Harvard Business Review](https://en.wikipedia.org/wiki/Harvard_Business_Review). **83** (10): 62–70. [PMID](https://en.wikipedia.org/wiki/PubMed_Identifier) [16250625](https://www.ncbi.nlm.nih.gov/pubmed/16250625)  **Additional Bibliography**  1. Derek Torrington; Laura Hall & Stephen Taylor (2004). Human Resource Management. Pearson Education. p. 363.  2. Kozlowski, Steve W. J.; Bell, Bradford S. (15 April 2003), "Work Groups and Teams in Organizations", *Handbook of Psychology*, John Wiley & Sons, Inc., [doi](https://en.wikipedia.org/wiki/Digital_object_identifier):[10.1002/0471264385.wei1214](https://doi.org/10.1002%2F0471264385.wei1214), [ISBN](https://en.wikipedia.org/wiki/International_Standard_Book_Number) [0471264385](https://en.wikipedia.org/wiki/Special:BookSources/0471264385)  3.  Suddaby, Roy; Foster, William M. (2017-01-01). "History and Organizational Change". Journal of Management. **43** (1): 19–38.  4. Will be added soon…  5. Will be added soon…  6. Will be added soon… | | | | | | | | | |
| **Structure of discipline** | | This is an introductory course that will be carried out a general acquaintance with a large amount of theoretical material. Home works (exercises) will give you an opportunity to get acquainted with the practical application of theoretical material. You can work together with another student with homework. | | | | | | | | | |
| **Academic policy of the course in the context of university values** | | 1. For each class you have to prepare according to the schedule below. Each task should be completed by the class, where the topic is discussed.  2. Homework will be distributed throughout the semester, as shown in the graph of discipline.  3. Most homework will include a few questions that can be answered by querying on the database example; you need to perform queries and answers that you got used to the next part of the homework. Search SQL appropriate learning resources may be required to study necessary inquiries.  4. During the semester, you will use the material studied in the project. Specific requirements for the project will be distributed in class. All parts of the project will constitute 10% of the final mark of the course.  5. You will need to complete the main project programming, providing for the development of database applications using the database structure provided by the lector. Specific requirements will be distributed in class. The project will cost 15% of the final grade.  When homework subject to the following rules:  • Homework should be carried out within a specified time. Later, homework will not be accepted.  • Homework should be done on one side of a sheet of A4 paper, and pages must be attached in order of numbering issues (problems). Questions (task) must be numbered, and definitive answers (if necessary) must be provided. (Homework, do not meet these standards will be returned with an unsatisfactory evaluation).  • You can work together with another student with homework. | | | | | | | | | |
| **Evaluation and appraisal policy** | | Appropriate timing of homework may be extended in the event of extenuating circumstances (such as illness, emergencies, contingency, etc.) in accordance with the University's academic policies. Student participation in discussions and exercises during class will be taken into account in its overall assessment of the discipline. Design issues, dialogue and feedback on the subject of discipline are welcomed in classes, and the lector during final grade will take into account the participation of each student in the class. | | | | | | | | | |
| **Summative estimation** | | | | | | | | | |
| **Policies** | | **Description of independent work** | | | | | | **Weight** | | **Results of study** | |
| Homework  Self-work  SWML  Exams  **TOTAL** | | | | | | 35%  10%  15%  40%  100% | | 1,2,34,5,6  2,3,4  4,5,6  1,2,3,4,5,6 | |
| Your final score will be calculated by the formula:  Below are minimum estimates (in Percentage):  95% - 100%: А 90% - 94%: А-  85% - 89%: В+ 80% - 84%: В 75% - 79%: В-  70% - 74%: С+ 65% - 69%: С 60% - 64%: С-  55% - 59%: D+ 50% - 54%: D- 0% -49%: F | | | | | | | | | |
| **Policies of the discipline** | | Appropriate timing of homework or projects may be extended in the event of extenuating circumstances (such as illness, emergencies, contingency, etc.) in accordance with the University's academic policies. Student participation in discussions and exercises during class will be taken into account in its overall assessment of the discipline. Design issues, dialogue and feedback on the subject of discipline are welcomed in classes, and the lector during final grade will take into account the participation of each student in the class. | | | | | | | | | |
| **Schedule of discipline** | | | | | | | | | | | |
| **Week** | **Thematic block \*\* I – Introduction to Study of Organizations** | | | | | **Hours** | | | | | **Max. points** |
| **1** | Lecture 1 Research issues of studying organizations | | | | | 2 | | | | | 1 |
|  | Practical lesson 1 Social and economic causes of needs to study organizations | | | | | 1 | | | | | 5 |
|  | 1 Theme of Self-work (SRD) Describe scientific background of studying organizations | | | | | 1 | | | | | 6 |
| **2** | Lecture 2 Organizations as a group phenomenon and grouping processes within | | | | | 2 | | | | | 2 |
|  | Practical lesson 2 Organizations as a sphere of social-psychological study | | | | | 1 | | | | | 5 |
|  | Theme of Self-work (SRD) Define a group as an object of studying organizations | | | | | 1 | | | | | 6 |
| **3** | Lecture 3  Aims of implementing studying organizations to various spheres of education, industry and economy | | | | | 2 | | | | | 2 |
|  | Practical lesson 3 Practical tasks of studying organizations in psychology and neighboring scientific spheres | | | | | 1 | | | | | 5 |
|  | Theme of Self-work (SRD) Reveal the content of a person as a member of different organizations | | | | | 1 | | | | | 6 |
| **Thematic block \*\* II – Study of Organizations in Organizational Psychology** | | | | | | | | | | | |
| 4 | Lecture 5  Introduction to research sphere of organizational psychology | | | | | 2 | | | | | 1 |
|  | Practical lesson 4 Aims and tasks of organizational psychology in studying organizations | | | | | 1 | | | | | 5 |
|  | Theme of Self-work (SRD) Describe basic research goals of organizational psychology | | | | | 1 | | | | | 6 |
| **5** | Lecture 5 Evolutionary and behavioural predetermines of human organizations | | | | | 2 | | | | | 1 |
|  | Practical lesson 5 Natural mechanisms of instincts, individual-exchangeable behavior and intelligence within forming human society and organizations | | | | | 1 | | | | | 5 |
|  | Theme of Self-work (SRD) Analyse the issue of social connection in studying organizations | | | | | 1 | | | | | 6 |
| **6** | Lecture 6 Issue of intercourse in study of organizations | | | | | 2 | | | | | 1 |
|  | Practical lesson 6 Analysis of intercourse sides (communicative, interactive and perceptive) within studying organizations | | | | | 1 | | | | | 5 |
|  | Theme of Self-work (SRD) Describe effectiveness of different intercourse techniques(communicative, interactive and perceptive) in studying organizations | | | | | 1 | | | | | 6 |
| **7** | RC 1 | | | | |  | | | | | 17 |
| **Total** |  | | | | |  | | | | | **100** |
| **8** | Lecture 8 "Stakeholders" in studying organizations: sponsors, clients, line managers, participants, facilitators and providers | | | | | 2 | | | | | 1 |
|  | Practical lesson 8 Analysis of different "stakeholders" roles within studying organizations | | | | | 1 | | | | | 5 |
|  | Theme of Self-work (SRD) Agenda and motivations of various "stakeholders" within studying organizations | | | | | 1 | | | | | 6 |
| **9** | Lecture 9 Projects in the field of within studying organizations, decision making in different forms of organizations | | | | | 2 | | | | | 1 |
|  | Practical lesson 9 Social-psychological features of [high-reliability organizations](https://en.wikipedia.org/wiki/High_reliability_organization) | | | | | 1 | | | | | 5 |
|  | Theme of Self-work (SRD) Describe high safety standards of [high-reliability organizations](https://en.wikipedia.org/wiki/High_reliability_organization) | | | | | 1 | | | | | 6 |
| **10** | Lecture 10 Economic and social-psychological benefits of integrating research study into organizations | | | | | 2 | | | | | 1 |
|  | Practical lesson 10 Empirical evaluation of high-impact study of organizations | | | | | 1 | | | | | 5 |
|  | Theme of Self-work (SRD) Purposes and benefits of study of organizations: increased productivity and job performance, skills development, team development, decreasing safety-related accidents | | | | | 1 | | | | | 6 |
| **11** | Lecture 11 Organizations from the point of view of social and political psychology | | | | | 2 | | | | | 1 |
|  | Practical lesson 11 Economic, social and political phenomena in the forming of various organizations | | | | | 1 | | | | | 5 |
|  | Theme of Self-work (SRD) Describe social-psychological features of efficient organizations | | | | | 1 | | | | | 6 |
| **Thematic block\*\* III – Main Research Practices in the Study of Organizations** | | | | | | | | | | | |
| **12** | Lecture 12 Evaluation and assessments of organizations through their development and performance | | | | | 2 | | | | | 1 |
|  | Practical lesson 12 Ways to reveal organizations’ specific features skills to develop and grow | | | | | 1 | | | | | 5 |
|  | Theme of Self-work (SRD) Define personality adaptive potential towards inclusion to different organizations | | | | | 1 | | | | | 6 |
| **13** | Lecture 13 Main issues of study of organizations within diversity of professions and specialties | | | | | 2 | | | | | 1 |
|  | Practical lesson 13 Basic phenomena of study of organizations in connection to psychology of labor | | | | | 1 | | | | | 5 |
|  | Theme of Self-work (SRD) How to acquire the necessity to study of organizations in life-span perspective? | | | | | 1 | | | | | 6 |
| **14** | Lecture 14 Cultural roots and cross-cultural features of study of organizations in modern conditions | | | | | 2 | | | | |  |
|  | Practical lesson 14 Cultural, cross-cultural and ethnical specifics of study of organizations | | | | | 1 | | | | |  |
|  | Theme of Self-work (SRD) Clarify cultural and cross-cultural approaches to study of organizations | | | | |  | | | | |  |
| **15** | **RC 2** | | | | | 1 | | | | | 16 |
| **Total** | | | | | |  | | | | | **100** |
| **Exam** | | | | | |  | | | | | **100** |

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