**SYLLABUS**

**Fall semester 2020-2021 academic years**

**on the educational program “Mastership”**

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| **Discipline’s code** | **Discipline’s title**  Study of Organizations | **Independent work of students (IWS)** | **No. of hours per week** | | | | | **Number of credits** | **Independent work of student with teacher (IWST)** |
| **Lectures (L)** | **Practical training (PT)** | | **Laboratory (Lab)** | |
|  |  | 98 | 15 | 30 | | - | | 5 | 7 |
| **Academic course information** | | | | | | | | | |
| **Form of education** | **Type of course** | **Types of lectures** | | | **Types of practical training** | | **Number of IWS** | | **Form of final control** |
| Online, combined | theoretical | Problem, analytical lecture | | | Problem solving, case study | | 6 | | Oral exam |
| Lecturer | D. Duisenbekov, Dr of Psych. Sc., Prof. | | | | | |  | | |
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| Telephone number | +7077291955 | | | | | |

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| **Academic presentation of the course** |

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| **Aim of course**  The application of psychological theory, knowledge and methods to human behavior in study of organizations. | **Expected Learning Outcomes (LO)**  As a result of studying the discipline the Master’ course students will be able to understand research methodology and planning of research in Study of Organizations and Organizational Psychology including knowledge and skills of academic representation of research results. | **Indicators of LO achievement (ID)**  (for each LO at least 2 indicators) |
| **LO** | 1.Cognitive 1. To understand relations of scientific principles, methods and methodology in psychological research in studying organizations | 1/To specify differences in research predetermines and methodology  2/To explain history of research in Study of Organizations |
| 2.Functional 1. To apply knowledge of methods of studying organizations | 1/To differentiate peculiarities of different research methods  2/To specify each research method |
| 3.Functional 2. To apply principles of motivation, leadership and management in analysis of empirical research in the field of studying organizations | 1/To explain methodology chosen  2/To explain empirical results |
| 4.Systematic 1. To reconstruct research plan in Study of Organizations | 1/To evaluate various options of research plan  2/To evaluate various options of empirical research goals |
| 5.Systematic 2. To reconstruct plan of writing an article in the field of Study of Organizations | 1/To apply APA-style for empirical research report  2/ To classify the most popular themes in the field of Study of Organizations |
| **Prerequisites** | No | |
| **Post requisites** | Labor Motivation and Attitudes, Training and Development of Personnel, Pedagogical internship | |
| **Information resources** | **Main Bibliography**  1.R.E.Riggio. Introduction to Industrial/Organizational Psychology.6th edition.2013.  2.Kurt F. Geisinger (Editor-in-Chief*).*Test Theory and Testing and Assessment in  Industrial and Organizational Psychology.APA,Washington,DC, 2013.   1. 4. March J.G. Explorations in Organizations. – Stanford, California: Stanford University Press, 2. 2008. – 449 p. 3. 5. Clegg Stewart, Kornberger Martin, Pitsis Tyrone. Managing and Organizations. An 4. Introduction to Theory and Practice. Third Edition. – London: SAGE Publications Ltd., 2011. – 5. 682 p. 6. 6. [APA Handbook of Industrial and Organizational Psychology by Sheldon Zedeck (Editor)](https://mirlyn.lib.umich.edu/Record/012346781" \t "_blank). – 7. Washington, DC: American Psychological Association, 2011. 8. 7. Cohn JM, Khurana R, Reeves L (October 2005). "Growing talent as if your business depended 9. on it". [Harvard Business Review](https://en.wikipedia.org/wiki/Harvard_Business_Review" \o "Harvard Business Review). **83** (10): 62–70. [PMID](https://en.wikipedia.org/wiki/PubMed_Identifier) [16250625](https://www.ncbi.nlm.nih.gov/pubmed/16250625) 10. 8. The SAGE Encyclopedia 0f Industrial and Organizational Psychology by S.G. Rogelberg 11. (Editor). – London: SAGE Publications Ltd., 2017. 12. **Additional Bibliography** 13. 1. Derek Torrington; Laura Hall & Stephen Taylor (2004). Human Resource Management. Pearson 14. Education. p. 363. 15. 2. Kozlowski, Steve W. J.; Bell, Bradford S. (15 April 2003), "Work Groups and Teams in 16. Organizations", Handbook of Psychology, John Wiley & Sons, Inc., 17. doi:10.1002/0471264385.wei1214, ISBN 0471264385 18. 3. Suddaby, Roy; Foster, William M. (2017-01-01). "History and Organizational Change". Journal 19. of Management. 43 (1): 19–38. | |

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| **Academic policy of the course in the context of university moral and ethical values** | **Academic Behavior Rules:**  All students have to register at the MOOC. The deadlines for completing the modules of the online course must be strictly observed in accordance with the discipline study schedule.  ATTENTION! Non-compliance with deadlines leads to loss of points! The deadline of each task is indicated in the calendar (schedule) of implementation of the content of the curriculum, as well as in the MOOC.  **Academic values:**  - Practical lessons, IWS should be independent, creative.  - Plagiarism, forgery, cheating at all stages of control are unacceptable.  - Students with disabilities can receive counseling at e-mail \*\*\*\*\*\*\*@gmail.com. |
| **Evaluation and attestation policy** | **Criteria-based evaluation:**  assessment of learning outcomes in relation to descriptors (verification of the formation of competencies in midterm control and exams).  **Summative evaluation:** assessment of work activity in an audience (at a webinar); assessment of the completed task. |

**CALENDAR (SCHEDULE) THE IMPLEMENTATION OF THE COURSE CONTENT:**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| weeks | Topic name | LO | ID | amount of hours | Maximum score | Form of Knowledge Assessment | The  Form of the lesson  / platform |

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| Module **1** | | | | | | | |
| 1 | **L.1** Research issues of Studying Organizations. Training and Development of Organizations | LО 1 | ID 1.1.  ID 1.2. | 1 | 0 |  | Off-line/ Video lecture  in MS Teams, Zoom |
| 1 | **PT 1** Social and economic causes of needs to study organizations | LО 1 | ID 1.1.  ID 1.2. | 2 | 8 | Analysis | Off-line/ Webinar  in MS Teams, Zoom |
| Module One. Introduction to Study of Organizations | | | | | | | |
| 2 | **L.2** Aims of implementing study of organizations to various spheres of education, industry and economy. | LО 1 | ID 1.1.  ID 1.2. | 1 | 0 |  | Off-line/  Video lecture  in MS Teams, Zoom |
| 2 | **PT 2** Organizations as a sphere of social-psychological study. Selection procedures. | LО 1 | ID 1.1.  ID 1.2. | 2 | 8 | Analysis | Off-line/  Webinar  in MS Teams, Zoom |
| 3 | **L.3** Aims of implementing study of organizations to various spheres of education, industry and economy. | LО 2 | ID 2.1.  ID 2.2. | 1 | 0 |  | Off-line/  Video lecture  in MS Teams, Zoom |
| 3 | **PT 3** Practical tasks of studying organizations in psychology and neighboring scientific spheres. | LО 2 | ID 2.1.  ID 2.2. | 2 | 8 | Analysis | Off-line/  Webinar  in MS Teams, Zoom |
| 3 | IWST 1 Consultation on the implementation of IWS1 | LО 1 | ID 1.1. | 1 | 5 |  | Off-line/  Zoom |
| 3 | IWS **1.** Describe scientific background of studying organizations. Define a group as an object of studying organizations. Reveal the content of a personality as a member of different organizations | LО 3 | ID 3.1. | 2 | 25 | Logic task  Search of information from various  Psychological sources |  |
|  | Deadline Saturday 12 p.m. | | | | | | |
| 4 | **L.4.** Introduction to research sphere of studying organizations and organizational psychology. Methods for assessing and selecting employees. Attitudes research. methods. | LО 2 | ID 2.1. | 2 |  |  | Off-line/  Video lecture  in MS Teams Zoom |
| 4 | **PT 4**. Aims and tasks of organizational psychology in studying organizations. Methods for Employee Performance evaluation. Research of Employee Positive Attitudes and Behaviors | LО 2  LO 3 | ID 2.1.  ID 2.2.  ID 3.1 | 1 | 8 |  | Off-line/  Webinar  in MS Teams Zoom |
| Module two. Study of Organizations in Organizational Psychology | | | | | | | |
| 5 | **L.5**. Evolutionary and behavioural predetermines of human organizations. Research of Motivation  in the workplace. | LО 2  LО 3 | ID 2.1.  ID 3.1. | 2 |  |  | Off-line/  Video lecture  in MS Teams Zoom |
| 5 | **PT 5.** Natural mechanisms of instincts, individual-exchangeable behavior and intelligence within forming human society and organizations | LО 2 | ID 2.1.  ID 2.2 | 1 | 8 |  | Off-line/  Webinar  in MS Teams Zoom |
| 5 | IWST 2 Consultation on the implementation of the IWS 2 | LО 4 | ID 4.1.  ID 4.2 | 2 | 5 |  | Off-line/  Webinar  in MS Teams Zoom |
| 5 | IWS 2Describe basic research goals of organizational psychology in studying organizations. Analyse the issue of social connection in studying organizations | LО 2 | ID 2.1.  ID 2.2 | 1 | 20 | Logic task |  |
|  | Deadline Saturday 12 p.m. | | | | | | |
| 5 | Make a structural and logical diagram of the read material | LО 4 | ID 4.1. | 2 | 10 | Logic task |  |
| 5 | **MT 1** | LО 1 | ID 1.1. |  | 100 |  |  |
| 6 | **L.6.** Issues of intercourse in study of organizations. Communication assessment. Performance appraisal. | LО 2 | ID 2.1. | 1 |  |  | Off-line/  Video lecture  in MS Teams Zoom |
| 6 | **PT 6.** Analysis of intercourse sides (communicative, interactive and perceptive) within studying organizations. | LО 2 | ID 2.2. | 2 | 8 | Analysis | Off-line/  Webinar  in MS Teams Zoom |
| 7 | **L.7.** "Stakeholders" in studying organizations: sponsors, clients, line managers, participants, facilitators and providers. | LО 4 | ID 4.1. | 1 |  |  | Off-line/  Video lecture  in MS Teams Zoom |
| 7 | **PT 7**. Different "stakeholders" roles within studying organizations. Agenda and motivations of various "stakeholders" within studying organizations. | LО 4 | ID 4.2. | 2 | 8 | Analysis | Off-line/  Webinar  in MS Teams Zoom |
| 8 | **L.8.** Projects in the field of studying organizations, decision making in different forms of organizations.Motivation research methods | LО 4 | ID 4.2. | 1 |  |  | Off-line/  Video lecture  in MS Teams Zoom |
| 8 | **PT8.** Social-psychological features of [high-reliability organizations](https://en.wikipedia.org/wiki/High_reliability_organization" \o "High reliability organization).Definition of Training and Development | LО 4 | ID 4.2. | 2 | 8 |  | Off-line/  Webinar  in MS Teams Zoom |
| 9 | 1. **L.9.** Economic and social-psychological   benefits of integrating research study into organizations. Empirical evaluation of high-impact study of organizations. | LО 3 | ID 3.1. | 1 |  |  | Off-line/  Video lecture  in MS Teams Zoom |
| 9 | **PT 9.** Purposes and benefits of study of organizations: increased productivity and job performance, skills development, team development, decreasing safety-related accidents. | LО 3 | ID 3.2. | 2 | 8 | Analysis | Off-line/  Webinar  in MS Teams Zoom |
| 9 | IWST 3 Consultation on the implementation of the IWS 3 | LО 5 | ID 5.1.  ID 5.2. |  | 5 |  | Off-line/  Webinar  in MS Teams Zoom |
| 9 | ISW 3. Effectiveness of different intercourse techniques (communicative, interactive and perceptive) in studying organizations. High safety standards of [high-reliability organizations](https://en.wikipedia.org/wiki/High_reliability_organization). | LО 5 | ID 5.1.  ID 5.2 |  | 25 | Logic task |  |
|  | Deadline Saturday 12 p.m. | | | | | | |
| 10 | 1. **L.10**. Organizations from the point of   view of social and political psychology. | LО 3 | ID 3.1. | 1 |  |  | Off-line/  Video lecture  in MS Teams Zoom |
| 10 | **PT 10** Economic, social and political phenomena in the forming of various organizations. Social-psychological features of efficient organizations. | LО 3 | ID 3.2. | 2 | 8 | Analysis | Off-line/  Webinar  in MS Teams Zoom |
| 10 | **МТ (Midterm Exam)** | LО 5 | ID 5.1. |  | 100 |  |  |
| Module Three. Main Research Practices in the Study of Organizations | | | | | | | |
| 11 | **L.11.** Evaluation and assessments of organizations through their development and performance. Research of Stress and Negative Attitudes in Organization | LО 1 | ID 1.1. | 1 |  |  | Off-line/  Video lecture  in MS Teams Zoom |
| 11 | **PT 11**. Ways to reveal organizations’ specific features skills to develop and grow. Methods of Stress Management | LО 2 | ID 2.1. | 2 | 8 | Analysis | Off-line/  Webinar  in MS Teams Zoom |
| 11 | IWST 4 Consultation on the implementation of IWS 4 | LО 2 | ID 2.1. |  | 5 |  | Off-line/  Webinar  in MS Teams Zoom |
| 11 | IWS 4. Define personality’s adaptive potential towards inclusion to different organizations . Complete a 2-page critique of 2 empirical journal articles on the theme 'Motivation at work place'. | LО 2 | ID 2.2. |  | 25 | Problem task |  |
|  | Deadline Saturday 12 p.m. | | | | | | |
| 11 | Make a structural and logical diagram of the read material | LО 1 | ID 1.1. |  | 10 | Logic task |  |
|  | Deadline Saturday 12 p.m. | | | | | | |
| 12 | **L.12** Main issues of study of organizations within diversity of professions and specialties. Research of Communication in the Workplace | LО 1 | ID 1.1. | 1 |  |  | Off-line/  Video lecture  in MS Teams, Zoom |
| 12 | **PT 12.** Basic phenomena of study of organizations in connection to Psychology of Labor. | LО 2 | ID 2.1. | 2 | 8 | Analysis | Off-line/  Webinar  in MS Teams, Zoom |
| 13 | **L.13** Research of Group Processes in Work and Labor through Studying Organizations | LО 1 | ID 1.2. | 1 |  |  | Off-line/  Video lecture  in MS Teams, Zoom |
| 13 | **PT 13.** Group processes measurement in Studying Organizations. | LО 1 | ID 2.1. | 2 | 8 | Analysis | Off-line/  Webinar  in MS Teams, Zoom |
| 13 | IWST 5 Consultation on the implementation of IWS 5 | LО 5 | ID 5.1. |  | 5 |  | Off-line/ Webinar  in MS Teams, Zoom |
| 13 | IWS 5.Complete a 2-page critique of 1 empirical journal article on the theme ‘Leadership measurement’. Define personality’s adaptive potential towards inclusion to different organizations.  How to acquire the necessity to study of organizations in life-span perspective? | LО 5 | ID 5.1.  ID 5.2. |  | 25 | Problem task |  |
|  | Deadline Saturday 12 p.m. | | | | | | |
| 14 | **L.14.** Research of Leadership, Influence and Power in Studying Organizations. | LО 4 | ID 4.1. | 1 |  |  | Off-line/  Video lecture  in MS Teams |
| 14 | **PT 14.** Leadership, Influence and Power in Studying Organizations. Empirical research of organizational development. | LО 4 | ID 4.2. | 2 | 8 | Analysis | Off-line/  Webinar  in MS Teams |
| 14 | IWST 6.Consultation onthe topic ‘Leadership’ | LО 2 | ID 2.1. | 2 | 8 | Analysis | Off-line/ Webinar  in MS Teams, Zoom |
| 15 | **L.15** Cultural roots and cross-cultural features of study of organizations in modern conditions. | LО 2 | ID 2.1. | 1 |  |  | Off-line/ Video lecture  in MS Teams |
| 15 | **PT 15** Cultural, cross-cultural and ethnical specifics of study of organizations. | LО 5 | ID 5.1.  ID 5.2. | 2 | 8 | Analysis | Off-line/ Webinar  in MS Teams, Zoom |
| 15 | IWST 7 Consultation on theimplementation of IWS 6 | LО 5 | ID 5.1. |  | 5 |  | Off-line/ Webinar  in MS Teams, Zoom |
| 15 | IWS 6. Empirical essay in Study of Organizations applied to Organizational Development. Give analysis of a typical article structure. | LО 4  LО 4 | ID 4.1.  ID 5.2 |  | 25 | Analysis |  |
|  | Deadline Saturday 12 p.m. | | | | | | |
|  | **Тест** | LО 3 | ID 3.1. |  | 10 |  | Off-line/ Webinar  in MS Teams, Zoom |
|  | **MT 2** | LО 2 | ID 2.1. |  | 100 |  | Off-line/ Webinar  in MS Teams, Zoom |

[Abbreviations: QS - questions for self-examination; TT - typical tasks; IT - individual tasks; CW - control work; MT - midterm.

Comments:

- Form of L and PT: webinar in MS Teams / Zoom (presentation of video materials for 10-15 minutes, then its discussion / consolidation in the form of a discussion / problem solving / ...)

- Form of carrying out the CW: webinar (at the end of the course, the students pass screenshots of the work to the monitor, he/she sends them to the teacher) / test in the Moodle DLS.

- All course materials (L, QS, TK, IT, etc.) see here (see Literature and Resources, p. 6).

- Tasks for the next week open after each deadline.

- CW assignments are given by the teacher at the beginning of the webinar.]

**Dean Massalimova A.R.**

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**Head of the Department Madaliyeva Z.B.**

**Lecturer** **Duisenbekov D.D.**