**СИЛЛАБУС**

**Осенний семестр 2020-2021 уч. год**

**по образовательной программе «Информационные системы»**

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| **Код дисциплины** | **Название дисциплины** | **Самостоятельная работа студента (СРС)** | **Кол-во часов** | | | | | **Кол-во кредитов** | **Самостоятельная работа студента под руководством преподавателя (СРСП)** |
| **Лекции (Л)** | **Практ. занятия (ПЗ)** | | **Лаб. занятия (ЛЗ)** | |
|  |  |  |  |  | |  | |  |  |
| **Академическая информация о курсе** | | | | | | | | | |
| **Вид обучения** | **Тип/характер курса** | **Типы лекций** | | | **Типы практических занятий** | | **Кол-во СРС** | | **Форма итогового контроля** |
|  |  |  | | |  | |  | |  |
| **Лектор** |  | | | | | |  | | |
| **e-mail** | \*\* | | | | | |
| **Телефоны** |  | | | | | |

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| **Академическая презентация курса** |

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| **Цель дисциплины** | **Ожидаемые результаты обучения (РО)**  В результате изучения дисциплины обучающийся будет способен: | **Индикаторы достижения РО (ИД)**  (на каждый РО не менее 2-х индикаторов) |
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| **Пререквизиты** |  | |
| **Постреквизиты** |  | |
| **Литература и ресурсы** |  | |

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| **Академическая политика курса в контексте университетских морально-этических ценностей** | **Правила академического поведения:**  Всем обучающимся необходимо зарегистрироваться на МООК. Сроки прохождения модулей онлайн курса должны неукоснительно соблюдаться в соответствии с графиком изучения дисциплины.  **ВНИМАНИЕ!** Несоблюдение дедлайнов приводит к потере баллов! Дедлайн каждого задания указан в календаре (графике) реализации содержания учебного курса, а также в МООК.  **Академические ценности:**  - Практические/лабораторные занятия, СРС должна носить самостоятельный, творческий характер.  - Недопустимы плагиат, подлог, использование шпаргалок, списывание на всех этапах контроля.  - Студенты с ограниченными возможностями могут получать консультационную помощь по е-адресу [\*\*\*\*\*\*\*@gmail.com](mailto:*******@gmail.com). |
| **Политика оценивания и аттестации** | **Критериальное оценивание:** оценивание результатов обучения в соотнесенности с дескрипторами (проверка сформированности компетенций на рубежном контроле и экзаменах).  **Суммативное оценивание:** оценивание активности работы в аудитории (на вебинаре); оценивание выполненного задания. |

**Календарь (график) реализации содержания учебного курса**

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| Неделя | Название темы | РО | ИД | Кол-во часов | Максимальный балл | Форма оценки знаний | Форма проведения занятия  /платформа |
| **Модуль 1** | | | | | | |  |
| 1 | **Л1.** | РО 1 | ИД 1.1. | 2 |  |  | Видеолекция  в MS Teams |
| 1 | **СЗ** | РО 1 | ИД 1.1. | 1 | 8 | Анализ | Вебинар  в MS Teams |
| 2 | **ЛЗ .** | РО1 | ИД 1.2  ИД 1.3 | 2 |  |  | Видеолекция  в MS Teams |
| 2 | **СЗ** |  | ИД 1.1. | 1 | 8 | Анализ | Вебинар  в MS Teams |
| 3 | **Л3.** |  |  |  |  |  |  |
| 3 | **СЗ** |  |  |  | 8 |  |  |
| 3 | **СРСП 1 Консультация по выполнению СРС1** |  |  |  | 5 |  | Вебинар  в MS Teams |
| 3 | **СРС 1.** | РО 1 | ИД 1.6 |  | 25 | Логическое задание |  |
| **Модуль П** | | | | | | | |
| 4 | **Л3.** | РО1 | ИД 1.4. | 1 |  |  | Видеолекция  в MS Teams |
| 4 | **СЗ** |  |  |  | 8 |  |  |
| 5 | **Л3.** |  |  |  |  |  |  |
| 5 | **СЗ** |  |  |  | 8 |  |  |
| 5 | **СРСП 2 Консультация по выполнению СРС 2** |  |  |  | 5 |  | Вебинар  в MS Teams |
| 5 | **СРС 2**  П | РО 1 | ИД 1.6 |  | 20 | Логическое задание |  |
| 5 | **Составить структурно-логическую схему прочитанного материала** |  |  |  | 10 |  |  |
| 5 | **РК 1** |  |  |  | 100 |  |  |
| 6 | **ЛЗ** | РО 1 | ИД 1.5 | 2 |  |  | Видеолекция  в MS Teams |
| 6 | **СЗ** | РО 3 | ИД 3.1  И.Д 3.2 | 1 | 8 | Анализ | Вебинар  в MS Teams |
| 7 | **ЛЗ** |  |  |  |  |  |  |
| 7 | **СЗ.** | РО 3 | ИД 3.1  И.Д 3.2 | 1 | 8 | Анализ | вебинар в MS Teams |
| 8 | **ЛЗ.** | РО 2 | ИД 2.1  ИД 2.2  ИД 2.3 | 2 |  |  | Видеолекция  в MS Teams |
| 8 | **СЗ** | РО 2 | ИД 2.1  ИД 2.2  ИД 2.3 |  | 8 | Анализ | Вебинар  в MS Teams |
| 8 | **СРСП 3 Консультация по выполнению СРС 3** |  |  |  | 5 |  | Вебинар  в MS Teams |
| 8 | **СРС 3** | РО 1 | ИД 1.6 |  | 25 | Логическое задание |  |
| 9 | **ЛЗ** |  |  |  |  |  |  |
| 9 | **СЗ** | РО 3 | ИД 3.1  И.Д 3.2 | 2 | 8 | Анализ | вебинар в MS Teams |
| 10 | **ЛЗ.**. | РО 3 | ИД 3.1  И.Д 3.2 | 2 |  |  | Видеолекция  в MS Teams |
| 10 | **СЗ** | РО 3 | ИД 3.1  И.Д 3.2 |  | 8 | Анализ | Вебинар  в MS Teams |
| 10 | **СРСП 4 Консультация по выполнению СРС 4** |  |  |  | 5 |  | Вебинар  в MS Teams |
| 10 | **СРС 4** | РО 3 | ИД 3.1  И.Д 3.2  ИД 3.3  ИД 3.4. |  | 25 | Проблемное задание |  |
| 10 | **СРСП 5** |  |  |  | 10 |  |  |
| 10 | **МТ (Midterm Exam)** |  |  |  | 100 |  |  |
| 11 | **ЛЗ** |  |  |  |  |  |  |
| 11 | **СЗ** | РО 3 | ИД 3.1  И.Д 3.2 | 1 | 8 | Анализ | Вебинар  в MS Teams |
| 12 | **ЛЗ.** | РО 3 | ИД 3.3 | 1 |  |  | Видеолекция  в MS Teams |
| 12 | **СЗ** | РО 3 | ИД 3.1  И.Д 3.2 | 1 | 8 | Анализ | Вебинар  в MS Teams |
| 12 | **СРСП 6 Консультация по выполнению СРС 5** |  |  |  | 5 |  | Вебинар  в MS Teams |
| 12 | **СРС5** | РО 3 | ИД 3.3 |  | 25 | Проблемное задание |  |
| 13 | **ЛЗ.** | РО 3 | ИД 3.4 | 1 |  |  | Видеолекция  в MS Teams |
| 13 | **СЗ** | РО 3 | ИД 3.4 | 1 | 8 | Анализ | Вебинар  в MS Teams |
| 14 | **ЛЗ.** | РО 4 | ИД 4.1  ИД 4.2  ИД 4.3 | 1 |  |  | Видеолекция  в MS Teams |
| 14 | **СЗ** | РО 4. 5 | ИД 4.1  ИД 4.2  ИД 4.3 | 1 | 8 | Анализ | Вебинар  в MS Teams |
| 15 | **ЛЗ**. | РО 5 | ИД 5.1  ИД 5.2  ИД 5.3 | 1 |  |  | Видеолекция  в MS Teams |
|  | **СЗ** | РО 5 | ИД 5.1  ИД 5.2  ИД 5.3 | 1 | 8 | Анализ | Вебинар  в MS Teams |
|  | **СРСП 7 Консультация по выполнению СРС 6** |  |  |  | 5 |  | Вебинар  в MS Teams |
|  | **СРС 6** | РО 5 | ИД 5.1  ИД 5.2  ИД 5.3 |  | 25 | Анализ |  |
|  | **Тест** |  |  |  | 10 |  |  |
|  | **РК 2** |  |  |  | 100 |  |  |

[С о к р а щ е н и я: ВС – вопросы для самопроверки; ТЗ – типовые задания; ИЗ – индивидуальные задания; КР – контрольная работа; РК – рубежный контроль.

З а м е ч а н и я:

- Форма проведения Л и ПЗ**:** вебинар в MS Teams/Zoom(презентация видеоматериалов на 10-15 минут, затем его обсуждение/закрепление в виде дискуссии/решения задач/...)

- Форма проведения КР**:** вебинар (по окончании студенты сдают скрины работ старосте, староста высылает их преподавателю) / тест в СДО Moodle.

- Все материалы курса (Л, ВС, ТЗ, ИЗ и т.п.) см. по ссылке (см. Литература и ресурсы, п. 6).

- После каждого дедлайна открываются задания следующей недели.

- Задания для КР преподаватель выдает в начале вебинара.]

Декан

Председатель методбюро

Заведующий кафедрой

Лектор

**SYLLABUS**

**Fall semester 2020-2021 academic years**

**on the educational program “\_\_\_\_\_\_\_\_\_\_\_\_”**

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| **Discipline’s code MPsy 5309** | **Discipline’s title** Management Psychology | **Independent work of students (IWS)**  **15** | **No. of hours per week** | | | | | **Number of credits**  **2** | **Independent work of student with teacher (IWST)**  **15** |
| **Lectures (L)**  **15** | **Practical training (PT)**  **15** | | **Laboratory (Lab)**  **0** | |
|  |  |  |  |  | |  | |  |  |
| **Academic course information** | | | | | | | | | |
| **Form of education** | **Type of course** | **Types of lectures** | | | **Types of practical training** | | **Number of IWS** | | **Form of final control** |
|  |  |  | | |  | | 6 | |  |
| Lecturer |  | | | | | |  | | |
| e-mail | gt2210@gmail.com | | | | | |
| Telephone number |  | | | | | |

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| **Academic presentation of the course** |

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| **Aim of course** | **Expected Learning Outcomes (LO)**  As a result of studying the discipline the undergraduate will be able to: | **Indicators of LO achievement (ID)**  (for each LO at least 2 indicators) |
|  | Explain why knowledge of psychology in management is important. | * 1. Deliberate relevant research in management psychology.   2. Reason the importance of psychology in   management. |
| Categorize important aspects of personality and ways that managers can use that knowledge. | 2.1.Enhanced students’ abilities to use complex managerial skills.  2.2. Identify specific areas of the selection, psychological testing in the workplace, and employee motivation. |
| Differentiate psychological reasons of some work-related behaviors and categorize employees’ attitudes toward work. | 3.1. Identify the factors responsible for getting organizational culture and climate to change.  3.2. Argue the causes and effects of stress and conflict in the workplace. |
| Evaluate how temporal working conditions affect worker satisfaction and productivity. | 4.1. Apply communication and teamwork skills that enhance group management and leadership.  4.2. Identify the sides of the ethical debate with respect to using Management Psychology techniques. |
| **Prerequisites** | Introduction to Psychology, Social Psychology | |
| **Post requisites** | Disciplines that are closely related to the field of Management Psychology | |
| **Information resources** | **Main Bibliography:**   1. Riggio, R. E. 2013. Introduction to industrial/organizational psychology - 6th ed. Pearson. 2. George, J. and Jones G. 2012. Understanding and managing organizational behavior. - 6th ed. Pearson. 3. Kilduff, M. and Krackhardt, D. Interpersonal networks in organizations: cognition, personality, dynamics, and culture (structural analysis in the social sciences). 1st ed. Cambridge University Press.   **Additional:**   1. Funder D., 2006. Towards a resolution of the personality triad: Persons, situations, and behaviors. Journal of Research in Personality 40, 21–34. 2. Lynch, D., Thomas C., Green W., Gottfried M., & Varga M., 2010. Rethinking the Measurement of Training and Development in the Professions: A Conceptual Model. International Journal of Adult Vocational Education and Technology, 1(1), 31-48.   **Internet resources**  • American Psychological Association  • Association for Psychological Science  • Midwestern Psychological Association | |

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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 trainings/laboratories, 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.** Introduction to the field of management psychology. | LО 1 | ID 1.1. | 1 |  |  | Video lecture  in MS Teams |
| 1 | **PT 1**  Foundations of individual behaviour. | LО 1 | ID 1.1. | 1 | 10 | Analysis | Webinar  in MS Teams |
| 2 | **L.2**. Management psychology: the history, theoretical and methodological fundamentals, and research methods. | LО 1 | ID 1.2. | 1 |  |  | Video lecture  in MS Teams |
| 2 | **PT 2.** Characteristics of People. | LО 1 | ID 1.2. | 1 | 10 | Analysis | Webinar  in MS Teams |
| 3 | **L.3.** Personality: the self and the leader’s  identity in managerial interactions | LО 1 | ID 1.2. | 1 |  |  | Video lecture  in MS Teams |
| 3 | **PT 3.** The Big Five Model of Personality. | LО 1 | ID 2.1. | 1 | 10 |  | Webinar  in MS Teams |
| 3 | **IWSP 1 Consultation on the implementation of IWS1** | LО 1 | ID 2.1. | 1 |  |  | Webinar  in MS Teams |
| 3 | **IWS 1.** Fundamentals of Psychology Management: Managing equal opportunity and diversity | LО 2 | ID 2.2. | 2 | 25 | Logic task |  |
| **Module П** | | | | | | | |
| 4 | **L.4.** Decision making. | LО 3 | ID 3.1. | 1 |  |  | Video lecture  in MS Teams |
| 4 | **PT 4.** The Nature of Values. The Nature of Work Attitudes | LО 1 | ID 3.1. | 1 | 10 |  | Webinar  in MS Teams |
| 5 | **L.5.** Motivational aspects of management | LО 4 | ID 3.1. | 1 |  |  | Video lecture  in MS Teams |
| 5 | **PT 5.** The Nature of Work Attitudes | LО 1 | ID 3.2. | 1 | 10 |  | Webinar  in MS Teams |
| 5 | **IWSP 2 Consultation on the implementation of IWS2** | LО 1 | ID 3.1. | 1 |  |  | Webinar  in MS Teams |
| 5 | **IWS 2.** Organizational behaviour. Individual differences, the Self and Management. | LО 4 | ID 4.1. | 3 | 25 | Logic task |  |
| 5 | **Make a structural and logical diagram of the read material** | LО 1 | ID 1.1. |  |  |  |  |
| 5 | **MT 1** | LО 1 | ID 1.1. |  | 100 |  |  |
| 6 | **L.6.** Building a business career | LО 1 | ID 3.1. | 1 |  |  | Video lecture  in MS Teams |
| 6 | **PT 6.** Emotional Intelligence. | LО 1 | ID 2.1. | 1 | 10 | Analysis | Webinar  in MS Teams |
| 7 | **L.7.** Career anchors by Edgar Schein | LО 1 | ID 2.1. | 1 |  |  | Video lecture  in MS Teams |
| 7 | **PT 7.** Personality characteristics to be successful at work. | LО 5 | ID 4.1. | 1 | 10 | Analysis | Webinar  in MS Teams |
| 8 | **L.8.** Organizational/ corporate culture. | LО 1 | ID 2.1. | 1 |  |  | Video lecture  in MS Teams |
| 8 | **PT 8.** Early Theories of Motivation. Contemporary Theories of Motivation. | LО 1 | ID 2.2. | 1 | 10 | Analysis | Webinar  in MS Teams |
| 8 | **IWSP 3. Consultation on the implementation of IWS3** | LО 1 | ID 3.1. | 1 |  |  | Webinar  in MS Teams |
| 8 | **IWS 3.** Fairness and Diversity in the Workplace. | LО 1 | ID 4.2. | 2 | 25 | Logic task |  |
| 9 | **L.9.** Business communication | LО 1 | ID 1.1. | 1 |  |  | Video lecture  in MS Teams |
| 9 | **PT 9.** Early Theories of Motivation. Contemporary Theories of Motivation. | LО 1 | ID 2.2. | 1 | 10 | Analysis | Webinar  in MS Teams |
| 10 | **L.10.** Interpersonal perception. | LО 1 | ID 2.1. | 1 |  |  | Video lecture  in MS Teams |
| 10 | **PT 10.** Work Stress and Its Management. | LО 1 | ID 4.2. | 1 | 10 | Analysis | Webinar  in MS Teams |
| 10 | **IWSP 4. Consultation on the implementation of IWS4** | LО 1 | ID 1.1. | 1 |  |  | Webinar  in MS Teams |
| 10 | **IWS 4.** Understanding and managing organizational behaviour | LО 1 | ID 1.1. | 2 | 25 | Problem task |  |
| 10 | **Make a structural and logical diagram of the read material** | LО 1 | ID 1.1. |  |  |  |  |
| 10 | **МТ (Midterm Exam)** | LО 1 | ID 1.1. |  | 100 |  |  |
| 11 | **L.11**. Intercultural communication | LО 1 | ID 4.1. | 1 |  |  |  |
| 11 | **PT 11.** Responsible Managers Relieve Stress on Their Employees | LО 1 | ID 3.2. | 1 | 10 | Analysis | Video lecture  in MS Teams |
| 12 | **L.12.** Recognizing and managing emotions | LО 1 | ID 2.1. | 1 |  |  | Webinar  in MS Teams |
| 12 | **PT 12.** Improving occupational safety, health, and risk management | LО 1 | ID 3.2. | 1 | 10 | Analysis | Video lecture  in MS Teams |
| 12 | **IWSP 5. Consultation on the implementation of IWS5** | LО 1 | ID 1.1. | 1 |  |  | Webinar  in MS Teams |
| 12 | **IWS 5** Learning and Creativity | LО 1 | ID 4.1. | 3 | 25 | Problem task |  |
| 13 | **L.13.** Conflict management and stress resolution | LО 1 | ID 4.2. | 1 |  |  | Video lecture  in MS Teams |
| 13 | **PT 13.** Dimensions of National Cultures, Culture Scores and Personality Scores | LО 1 | ID 3.1. | 1 | 10 | Analysis | Webinar  in MS Teams |
| 14 | **L.14.** Conflict and Negotiation. Resolution-Focused View of Conflict. | LО 1 | ID 4.1. | 1 |  |  | Video lecture  in MS Teams |
| 14 | **PT 14.** The Conflict Process. Individual Differences in Negotiation Effectiveness | LО 1 | ID 4.1. | 1 | 10 | Analysis | Webinar  in MS Teams |
| 15 | **L.15.** The course overview: applying psychological principles to business. | LО 1 | ID 4.2. | 1 |  |  | Video lecture  in MS Teams |
|  | **PT 15.** Leading for the Future: Mentoring. | LО 1 | ID 4.1. | 1 | 10 | Analysis | Webinar  in MS Teams |
|  | **IWSP 6 Consultation on the implementation of IWS6** | LО 5 | ID 1.1. | 1 |  |  | Webinar  in MS Teams |
|  | **IWS 6** Leadership models, methods, and applications. | LО 1 | ID 4.1. | 3 | 25 | Analysis |  |
|  | **Тест** | LО 1 | ID 1.1. |  |  |  |  |
|  | **MT 2** | LО 1 | ID 1.1. |  | 100 |  |  |

[Abbreviations: QS - questions for self-examination; TK - 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**

**Chairman of the Faculty Methodical Bureau**

**Head of the Department**

**Lecturer**