

**COURSE APPROVAL DOCUMENT**  
Southeast Missouri State University

**Department:** Psychology

**Course No.:** PY 699

**Title of Course:** Internship in I-O Psychology

**Date:** 8/15/2015

Please check:  **NEW**  
 Revision

**I. Catalog Description (Credit Hours of Course):**

Experience in applying industrial-organizational psychological principles, theory, and research to work in organizational settings such as corporations, government, and nonprofits. (6 credit hours)

**II. Co- or Prerequisite(s):**

PY 571; PY 671; minimum of 18 credit hours in program; minimum of 2 credit hours of PY 564

**III. Purposes or Objectives of the Course (optional):**

- 1) Students will acquire knowledge and skills for professional practice in social and I-O psychology.
- 2) Students will develop an understanding of the interface between science, theory, and practice in social and I-O psychology.
- 3) Students will develop capacities to contribute to knowledge and skills in the professions of social and I-O psychology.

**IV. Student Learning Outcomes (Minimum of 3):**

- 1) Prepare weekly reports documenting internship-related duties.
- 2) Write a summary document describing the internship experience.
- 3) Deliver a summary presentation about the internship experience.

**V. Optional departmental/college requirements:**

N/A

**VI. Course Content or Outline (Indicate number of class hours per unit or section):**

Because the format of this course is an independent internship experience conducted in conjunction with a faculty advisor and an internship site coordinator, the course content will be highly individualized and may vary considerably from student to student. A specific internship plan will be developed by the student, faculty advisor, and site coordinator during the first two weeks of the semester.

Please Attach copy of class syllabus and schedule as an example

Signature: \_\_\_\_\_  
Chair

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Dean

Date: \_\_\_\_\_

# PY 699 – INTERNSHIP IN I-O PSYCHOLOGY

Section 001  
Southeast Missouri State University  
Fall 2016

Professor: Jeremy D. Heider, Ph.D.  
Class Location: TBD  
Meeting Times: TBD  
Credit Hours: 6  
Department: Psychology (SC 404)  
Office Location: SC 414  
Office Hours: TR 8:30-10:00; or by appointment  
Phone Number: (573) 651-2437  
E-mail: [jheider@semo.edu](mailto:jheider@semo.edu)

## **Text & Materials:**

### ***Text/Readings:***

There are no required readings for this course.

## **Course Description:**

### ***Bulletin Description:***

Experience in applying industrial-organizational psychological principles, theory, and research to work in organizational settings such as corporations, government, and nonprofits. (Prerequisites: PY 571; PY 671; minimum of 18 credit hours in program; minimum of 2 credit hours of PY 564)

### ***Dr. J's Description (the real scoop!):***

This “course” is actually an internship experience that is arranged among the student, a faculty advisor, and an internship site coordinator. Activities will vary depending on prior experience of the student and the specific needs of the organization, but may include job analysis, selection system design and validation, training and organizational development, and consultation with organizational personnel. By completing this course, you will fulfill the internship option of the program.

### ***Course Objectives:***

- Students will acquire knowledge and skills for professional practice in social and I-O psychology.
- Students will develop an understanding of the interface between science, theory, and practice in social and I-O psychology.
- Students will develop capacities to contribute to knowledge and skills in the professions of social and I-O psychology.

## **Student Learning Outcomes (SLOs):**

Students with a passing grade in this course should be able to:

- Prepare weekly reports documenting internship-related duties.
- Write a summary document describing the internship experience.
- Deliver a summary presentation about the internship experience.

## **Grading Policy:**

Because this course is experiential in nature, grading will be conducted on a satisfactory-unsatisfactory basis.

## **Attendance Policy (see [http://www.semo.edu/pdf/old/2014\\_Bulletin.pdf](http://www.semo.edu/pdf/old/2014_Bulletin.pdf), p. 19):**

Students are expected to attend all classes and to complete all assignments for courses in which they are enrolled. An absence does not relieve the student of the responsibility to complete all assignments. If an absence is associated with a university-sanctioned activity, the instructor will provide an opportunity for assignment make-up. However, it is the instructor's decision to provide, or not to provide, make-up work related to absences for any other reason.

A student not present for class during the entire initial week of a scheduled course may be removed from the course roster unless the student notifies the instructor by the end of the first week of an intention to attend the class. Questions regarding the removal process should be directed to the Registrar.

In other words, class attendance is extremely important. You are expected to attend *every* scheduled class meeting, because everything related to this course – including **your participation** – is a valuable contributor to your learning. If you know you are going to be late to (or leave early from) class, please come anyway. I would rather have you present for part of class than to miss it completely.

**Academic Honesty** (see [http://www.semo.edu/pdf/old/2014\\_Bulletin.pdf](http://www.semo.edu/pdf/old/2014_Bulletin.pdf), pp. 20-23):

Academic honesty is one of the most important qualities influencing the character and vitality of an educational institution. Academic misconduct or dishonesty is inconsistent with membership in an academic community and cannot be accepted. Violations of academic honesty represent a serious breach of discipline and may be considered grounds for disciplinary action, including dismissal from the University.

Academic dishonesty is defined to include those acts which would deceive, cheat, or defraud so as to promote or enhance one's scholastic record. Knowingly or actively assisting any person in the commission of an above-mentioned act is also academic dishonesty.

Students are responsible for upholding the principles of academic honesty in accordance with the "University Statement of Student Rights" found in the student handbook. The University requires that all assignments submitted to faculty members by students be the work of the individual student submitting the work. An exception would be group projects assigned by the instructor. In this situation, the work must be that of the group. Academic dishonesty includes:

**Plagiarism.** In speaking or writing, plagiarism is the act of passing someone else's work off as one's own. In addition, plagiarism is defined as using the essential style and manner of expression of a source as if it were one's own. If there is any doubt, the student should consult his/her instructor or any manual of term paper or report writing. Violations of academic honesty include:

1. Presenting the exact words of a source without quotation marks;
2. Using another student's computer source code or algorithm or copying a laboratory report; or
3. Presenting information, judgments, ideas, or facts summarized from a source without giving credit.

**Cheating.** Cheating includes using or relying on the work of someone else in an inappropriate manner. It includes, but is not limited to, those activities where a student:

1. Obtains or attempts to obtain unauthorized knowledge of an examination's contents prior to the time of that examination.
2. Copies another student's work or intentionally allows others to copy assignments, examinations, source codes or designs;
3. Works in a group when she/he has been told to work individually;
4. Uses unauthorized reference material during an examination; or
5. Have someone else take an examination or takes the examination for another.

Translation? **DON'T CHEAT.**

**Civility** (see <http://www.semo.edu/pdf/stuconduct-code-conduct.pdf>):

Every student at Southeast is obligated at all times to assume responsibility for his/her actions, to respect constituted authority, to be truthful, and to respect the rights of others, as well as to respect private and public property. In their academic activities, students are expected to maintain high standards of honesty and integrity and abide by the University's Policy on Academic Honesty. Alleged violations of the Code of Student Conduct are adjudicated in accordance with the established procedures of the judicial system.

Classroom behavior should not interfere with the instructor's ability to conduct the class or the ability of other students to learn from the instructional program. Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc.

I expect every student in my courses to be good community members by remembering to **CONSIDER THE NEEDS OF OTHERS**. This means a lot of things: (1) If others need help (e.g., asking to see your notes), then help them. (2) Don't be disruptive in class (e.g., via excessive talking); other people might actually want to pay attention. (3) **SILENCE YOUR CELL PHONES OR OTHER DEVICES THAT MAKE NOISE**. They are annoying. No one cares that you have a phone call, nor do they need to hear what witty song you have as a ringtone. (4) Please **SHOW RESPECT FOR OTHERS' IDEAS AND OPINIONS**. In this class we may occasionally discuss personal and/or sensitive issues that provoke strong feelings. Please be sensitive to the feelings of others in discussing these issues. Also remember that good people can have differing opinions, and that part of the purpose of the class is to increase your familiarity with how others might think and feel about various issues related to psychology and life.

**Accommodations for Students with Disabilities:**

Southeast Missouri State University and Disability Support Services remain committed to making every reasonable educational accommodation for students with disabilities. Many services and accommodations which aid a student's educational experience are available for students with various types of disabilities. It is the student's responsibility to contact Disability Support Services to become registered as a student with a disability in order to have accommodations implemented. Accommodations are implemented on a case by case basis. For more information visit the following site: <http://www.semo.edu/ds/index.htm> or contact Disability Support Services at 573-651-2273.

**Questions/Comments:**

Questions, comments or requests regarding this course should be taken to the instructor. Unresolved issues involving this class may be taken to Dr. Leslee Pollina, Chair of the Department of Psychology (573-651-2835 or [lpollina@semo.edu](mailto:lpollina@semo.edu)).

**Course Calendar:**

The schedule for the course will be highly individualized and will be determined jointly by the student, the faculty advisor, and the internship site coordinator during the first two weeks of the semester.

**FINAL EXAM MEETING: MONDAY, 12/12, 10:00-12:00 (regular classroom)**