



# **INDUSTRIAL-ORGANIZATIONAL (I-O) PSYCHOLOGY CONCENTRATION**

## **GRADUATE STUDENT HANDBOOK**

**2021-22**

Rev.08/04/2021

## **THE I-O PSYCHOLOGY PH.D. CONCENTRATION**

This Handbook describes important policies and procedures related to graduate study in the I-O Psychology Ph.D. concentration. Some policies and procedures in this Handbook come from the Psychology Department, USF Office of Graduate Studies, and the College of Arts and Sciences. While the most pertinent Psychology Department, Office of Graduate Studies, and College policies are noted in this Handbook, we refer you to the USF Graduate Catalog for further details and other Office of Graduate Studies and College policies:

**Psychology, M.A. (Along the Way)**

**[https://catalog.usf.edu/preview\\_program.php?catoid=12&poid=4031&returnto=1384](https://catalog.usf.edu/preview_program.php?catoid=12&poid=4031&returnto=1384)**,

**Psychology, Ph.D. [https://catalog.usf.edu/preview\\_program.php?catoid=12&poid=4031&returnto=1384](https://catalog.usf.edu/preview_program.php?catoid=12&poid=4031&returnto=1384)**,

**USF Graduate Catalog <https://catalog.usf.edu/index.php?catoid=12>**. If there are any discrepancies between the two, the requirements in the University Graduate Catalog must be fulfilled.

The principal thrust of the USF I-O Psychology Ph.D. Conipal threhdre217 BT /P 2 >>nreh8 (d)-7J -0.002 2d

Once course requirements are completed (or the majority thereof), students should declare their intent to take the comprehensive qualifying examination (or “comps”), which are offered near the beginning of every Fall and Spring semester.

In the fourth year students should complete any outstanding course requirements, pass comps, and propose their dissertation. Students may also teach a course or do an optional part-time internship. Students interested in academic jobs should also ~~emip~~ as ~~301j~~ 0.00c 19.67.8 t (o)-7 (tio-17.22245







available to advance knowledge and skills in the OHP area. Collaborative interdisciplinary experiences among faculty and students are encouraged with this program. Domestic trainees are eligible for paid stipends, as well as research and conference travel support.

Requirements for the OHP specialization fit within the I-O Concentration and Tools of Research requirements. OHP students are required to take OHP as one of their elective comprehensive qualifying examination areas.

### **Presentation/Publication of Master's Thesis**

Research experience is an integral part of the I-O training. Students should gain experience with the peer-review process for dissemination of scientific research. Each student is required to submit their Master's thesis or the equivalent work for conference presentation or journal publication.

### **Teaching (Recommended But Not Required)**

Supervised teaching experience is recommended for all Ph.D. students. Normally this entails teaching a course, or leading a discussion section of a course, in at least one semester. Students must complete the required departmental GTA training session prior to teaching a course as primary instructor.

### **Internships**

Optional internship opportunities are available for students who wish to obtain field experience in an organizational setting. The work might entail either organizational research or applications activities, such as training, selection, attitude measurement, or similar functions. Students who accept an internship assignment must maintain contact with their major professor. Full-time internships should not be accepted prior to completing the thesis. Full-time internships should not be longer than one year. Students will be expected to assume a full credit-hour load after the internship and will be expected to progress expeditiously toward completion of their studies.

Internship assignments are coordinated by the Area Director. To ensure an orderly process in the assignment of internships, students may not interview for an internship without receiving prior approval from the Area Director. However, in instances where a student has located an internship on his/her own, the student must still inform the Area Director of that. **International students who seek internship experience should discuss requirements with the Area Director.**





INP 7937 Graduate Seminar in I-O Psychology (CAREER DEVELOPMENT)

PR: Admission to Psychology Graduate Program or CI. An examination of career development theory and practice. Topics include individual and organizational career management practices, career stages, career success, formal mentoring programs, diversity and mentoring relationships, interpersonal processes in mentoring relationships.

INP 7937 Graduate Seminar in I-O Psychology (EMPLOYEE SELECTION)

PR: Admission to Psychology Graduate Program or CI. In-depth examination of theory and research concerned with employee selection and placement. Topics include selection models, statistical techniques used in selection, employee testing, equal opportunity issues and EEOC guidelines, assessment center methods, and ethical issues.

INP 7937 Graduate Seminar in I-O Psychology (INDIVIDUAL DIFFERENCES)

PR: Admission to Psychology Graduate Program or CI. An in-depth exploration of models, assessment, and application of individual differences characteristics. The course will consider cognitive abilities, temperament/personality traits, interests and values, and political orientation, as well as normal-range and psychopathological traits. Topics covered will include structural models, trait development, assessment methods, and applications in research, organizational, and clinical contexts.

INP 7937 Graduate Seminar in I-O Psychology (JOB ATTITUDES)

PR: Admission to Psychology Graduate Program or CI. This course covers the theory, findings and measurement of job attitudes, focusing mainly, but not exclusively, on job satisfaction and organizational commitment from both a research and practical perspective. Included is coverage of assessment, interventions, and the research literature.

INP 7937 Graduate Seminar in I-O Psychology (LEADERSHIP)

PR: Admission to Psychology Graduate Program or CI. Advanced seminar of organizational leadership. It will cover a wide range of topics in the area including: power/influence, leadership measurement, leadership traits, transformational leadership, ethical leadership and abusive supervision, cognition of leaders and followers, relational leadership, leader development, leadership and time, leadership in teams, and leadership across cultures

INP 7937 Graduate Seminar in I-O Psychology (OCCUPATIONAL HEALTH PSYCHOLOGY)

PR: v.7n(o)-79 CdY I

emphasizes an awareness of research from multiple disciplines and the implications work-family interactions for health and well-being.

## **SUPERVISED RESEARCH, TEACHING, AND INTERNSHIP COURSES**

### **PSY 6917/7918 DIRECTED RESEARCH**

|   |   |  |  |
|---|---|--|--|
| 3 | <ul style="list-style-type: none"> <li>xMethods 2</li> <li>xEthics</li> <li>xSeminar 4</li> </ul>   | <ul style="list-style-type: none"> <li>xSeminar 5</li> <li>xSeminar 6</li> <li>xSeminar 7</li> </ul>   | <ul style="list-style-type: none"> <li>xSubmit research paper to journal/conference</li> <li>xPrepare for comps</li> <li>xElective (e.g., Directed Research)</li> </ul>  |
| 4 | <ul style="list-style-type: none"> <li>xComps</li> <li>xSubmit Ph.D. Committee forms for approval</li> <li>xPropose Dissertation</li> </ul> | <ul style="list-style-type: none"> <li>xPart-time internship/teaching</li> <li>xSubmit Admission to Doctoral Candidacy form</li> </ul>   | <ul style="list-style-type: none"> <li>xPart-time internship/teaching</li> <li>xSubmit to journal/conference</li> <li>xPrepare materials and solicit recommendation letters if interested in academic jobs.</li> </ul> |
| 5 | <ul style="list-style-type: none"> <li>xDissertation proposed</li> <li>xNetworking toward finding a job</li> </ul>                          | <ul style="list-style-type: none"> <li>xDissertation defended</li> <li>xSubmit Dissertation to Graduate Studies</li> <li>xJob search concludes</li> <li>xGraduation</li> </ul> | <ul style="list-style-type: none"> <li>xBegin career!</li> <li>xSubmit dissertation manuscript to journal/conference</li> </ul>  |

have additional time to devote to their studies. Multiyear fellowship students will still be expected to gain teaching experience.

**External Placements**

Advanced students may be

6. **Attend Department colloquia.** You are expected to attend our regular brown bag series and to present your work to your Department colleagues. We strongly encourage you to attend relevant colloquia outside of I-O as well. This helps broaden your training, and often ideas from other areas can be extremely valuable.

7. **Read TIP.** The Industrial and Organizational Psychologist TIP is the SIOP newsletter, but it is far more than that. It contains a tremendous amount of information about the I-O field and profession. Pay attention to the TIP Topics column that concerns the graduate school experience. It was born right here at USF under Dr. Mike Coovert's TIP editorship and has been written by USF students. TIP is published four times per year. As a member you will get an electronic subscription, but it can be read online at [www.siop.org](http://www.siop.org).

8. **Get involved in the program, stay engaged throughout, and support program activities by volunteering.** The I-O program is people - both the faculty and students. The more involved you are, the better the program will be, and the more you will get out of it yourself. This means volunteering for various activities (e.g., student recruitment, peer mentoring, program newsletters). These activities enable students to become acquainted with students across other years. Don't underestimate the effects of the network on your career. Classmates help other classmates find jobs and it is tremendously helpful when advanced students are preparing for the job market



## **APPENDICES**

APPENDIX A: COMPREHENSIVE QUALIFYING EXAMINATION (“COMPS”): POLICIES AND PROCEDURES

APPENDIX B: GUIDELINES FOR PEER MENTORS

**COMPREHENSIVE QUALIFYING EXAM (“COMPS”): POLICIES AND PROCEDURES**



remediation, the student may use his/her course notes, articles, and readings, but may not seek assistance from other students or faculty (other than feedback provided by the writer and reader about answer deficiencies in the initial meeting[s]). The revised answer is expected to remain in the same format as noted above, but also demonstrate the

<sup>1</sup>Students completing the OHP concentration must take OHP as one of their four elective areas.

I-O Faculty approved on June 10, 2019

Emailed to all students June 10, 2019

Updated July 16, 2021

