

UČNI NAČRT PREDMETA / COURSE SYLLABUS

Predmet: Organizacijska psihologija
Course title: Organizational psychology

Študijski program in stopnja Study programme and level	Študijska smer Study field	Letnik Academic year	Semester Semester
Poslovna informatika, magistrski študijski program druge stopnje	-	Prvi ali drugi	Drugi ali tretji
The second cycle masters study programme Business Informatics	-	First or second	Second or third

Vrsta predmeta / Course type

Izbirni / Elective

Univerzitetna koda predmeta / University course code:

4-PI-MAG-IP-OP-2022-05-27

Predavanja Lectures	Seminar Seminar	Vaje Tutorial	Klinične vaje work	Druge oblike študija	Samost. delo Individ. work	ECTS
30	-	20	-	-	100	5

Nosilec predmeta / Lecturer:

izr. prof. dr. Nevenka Podgornik, doc. dr. Jana Krivec

Jeziki / Languages:

Predavanja / Lectures: Slovenski, angleški / Slovene, English

Vaje / Tutorial: Slovenski, angleški / Slovene, English

Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:

Ni posebnih pogojev.

Prerequisites:

No special prerequisites.

Vsebina:

- Analiza delovnega procesa, organizacijske strukture in značilnosti ter stanja zaposlenih
- Motivacija na delovnem mestu
- Psihologija vodenja
- Medsebojna komunikacija
- Sprejemanje odločitev
- Oblikovanje in dodeljevanje delovnih nalog
- Učenje
- Upravljanje s časom
-

Content (Syllabus outline):

- Analysis of work processes, organizational structure and features and working staff status
- Motivation in the workplace
- Psychology of the management
- Communication at the workplace
- Decision-making
- Design and the allocation of tasks
- Learning
- Time Management
- Organizational culture and climate
- Employee satisfaction
- Working in groups

- Organizacijska kultura in klima
- Zadovoljstvo zaposlenih
- Delovanje v skupini
- Usklajevanje individualnih razlik v skupini
- Procesi sprememb (teorije spreminjanja organizacije; organizacijsko učenje; načrtovanje organizacije; organizacijski razvoj)
- Ustrezni delovni pogoji, zdravje in varnost pri delu
- Spoprijemanje s stresom in učinkovito reševanje konfliktov
- Čustvena inteligenca na delu
- Mobing
- Pozitivna psihologija na delovnem mestu (Odkrivanje in promoviranje pozitivnih dejavnikov na delovnem mestu)
- Analiza dela in izbor kadrov

- Coordination of individual differences in a group
- Processes of change (theory of the organization changing, organizational learning; organization planning, organizational development)
- Appropriate working conditions, health and safety at work
- Coping with stress and effectively resolving conflicts
- Emotional Intelligence at work
- Mobbing
- Positive psychology in the workplace (Discovering and promoting positive factors in the workplace)
- Analysis of work and selection of personnel

Temeljni literatura in viri / Readings:

- Boštjančič, E., Potočnik, A. in Šavrič, K. (ur.) (2015): Organizacijska psihologija danes in jutri. Ljubljana: Znanstvena založba Filozofske fakultete.
- Levy, P.E. in Marando, K. (2010): Industrial/Organizational Psychology and Human Factors. York: Worth Publishers.
- Levy, P.E. (2017): Industrial/Organizational Psychology: Understanding the Workplace (6. izd.). New York: Worth Publishers.
- Powers, W.T. (2016): Umevanje vedenja. Kranj: Evropski inštitut za realitetno terapijo.

Cilji in kompetence:

Cilj je seznaniti študenta s teoretičnimi pojmi in praktičnimi aplikacijami pri obravnavanju človeka pri delu v okviru področja organizacijske psihologije.

Splošne kompetence:

- Kritično razmišljanje o omejitvah poslovnih podatkov in njihovi etični uporabi.
- Usposobljenost za poslovno komuniciranje, skupinsko delo in uporabo informacijskih tehnologij v ta namen.

Predmetno-specifične kompetence:

Objectives and competences:

The goal is to acquaint the student with the theoretical concepts and practical applications in the treatment of a man at work in the field of organizational psychology.

General competences:

- Critical thinking about limitations of business data and their ethical usage.
- Competences in business communication, teamwork and use of information technology for this purpose.

Subject-specific competences:

- Uporaba in kombiniranje znanj za različnih disciplinarnih področij;
- Identifikacija različnih teoretskih pristopov in njihova uporaba pri reševanju konkretnih problemov;
- Fleksibilnost in prilagodljivost, tj. sposobnost delovanja v večkulturnem okolju;
- Analiza odnosov med posamezniki in skupinami v različnih kulturnih okoljih;
- Organizacijske in vodstvene spretnosti za usmerjanje dela v večkulturnem okolju;
- Organizacijske in vodstvene spretnosti v organizacijah, ob razumevanju individualnih vrednot in skupinskih vrednotnih sistemov, z obvladovanjem profesionalno – etičnih vprašanj;
- Sposobnost za upravljanje s časom, za samopripravo in načrtovanje ter samokontrolo izvajanja načrtov.

- Applying and combining the knowledge from different disciplines;
- Identification of the different theoretical approaches and apply them in solving concrete problems;
- Flexibility and adaptability, i.e., capability of operating in a multicultural environment;
- Analysis of relationships between individuals and groups in different cultural environments;
- Organizational and leadership skills for management in multi-cultural environment;
- Organizational and leadership skills in organizations, understanding the individual values and collective value systems, with the management of professional - ethical issues;
- The ability of time-management, self-preparedness and planning, self-control over the implementation of plans.

Predvideni študijski rezultati:

Študenti bodo zmožni:

- analize ter načina izkoriščanja dejavnikov, ki ugodno vplivajo na delovni učinek, zdravje, zadovoljstvo, osebno rast delavca in zmanjšanje delovanja škodljivih dejavnikov,
- identifikacije, usposabljanja in razvoja potreb delavca,
- načrtovanja in optimizacije dela in kakovosti delovnega življenja,
- oblikovanja in izvajanja programov usposabljanja in ocenjevanje njihove učinkovitosti, coaching zaposlenih,
- razvoja kriterijev za ocenjevanje uspešnosti delavcev in organizacij,

Intended learning outcomes:

Students will be able to:

- Analyze and exploitat the factors which favorably affec the work performance, health, satisfaction, personal growth and reduce potentially harmful factors;
- Identificatate, train and develop the worker's needs;
- design and optimize work and quality of work life
- Formulate and implement the training programs and evaluation of their effectiveness; coaching employees;
- Develop the criteria to evaluate performance of individuals and organizations;

Metode poučevanja in učenja:

Learning and teaching methods:

- predavanja
- vaje
- seminarji

- lectures
- tutorials
- seminars

Načini ocenjevanja:	Delež (v %) / Weight (in %)	Assessment:
Način (pisni izpit, ustno izpraševanje, naloge, projekt):		Type:
<ul style="list-style-type: none"> • Izdelava in zagovor projektne naloge 	50 %	<ul style="list-style-type: none"> • Seminar work with reports on experimental exercises and presentation of the work
<ul style="list-style-type: none"> • Pisni izpit 	50 %	<ul style="list-style-type: none"> • Written examination

Reference nosilca / Lecturer's references:

- KRIVEC, Jana, SUKLAN, Jana. Vpliv stigme na odnos do psihološke pomoči. Raziskave in razprave, ISSN 1855-4148, 2015, vol. 8, no. 3, str. 4-62.
- KRIVEC, Jana. Analytical review of mindfulness-based educational programs : a missing linkage between humans and a modern world. Research in social change, ISSN 2463-8226, May 2015, no. 7, iss. 2, str. 107-144.
- IQBAL, Azlan, GUID, Matej, COLTON, Simon, KRIVEC, Jana, AZMAN, Shazril, HAGHIGHI, Boshra. The digital synaptic neural substrate : a new approach to computational creativity, (Springer briefs in cognitive computation). [S. l.]: Springer, cop. 2016. XV, 119 str., ilustr. ISBN 978-3-319-28078-3. ISBN 978-3-319-28078-3. <http://www.springer.com/us/book/9783319280783#aboutBook>, doi: 10.1007/978-3-319-28079-0.
- KRIVEC, Jana, GUID, Matej. The influence of context on information processing. Cognitive processing, ISSN 1612-4782, 2020, str. 1-18.
- PODGORNIK, Nevenka. 2019. *Mental health in modern society: insight into psychotherapeutic practice*. Bloomington: AuthorHouse.
- KOVAČIČ, Andrej, PODGORNIK, Nevenka, PRISTOV, Zorica, RASPOR, Andrej. Mobbing in a non-profit organisation. Organizacija : revija za management, informatiko in kadre, ISSN 1318-5454. [Tiskana izd.], May 2017, vol. 50, no. 2, str. 178-187.
- KOVAČIČ, Andrej, PODGORNIK, Nevenka. Sharing personal information on the internet empowers relationship marketing. V: MILEVA BOSHKOSKA, Biljana (ur.). Applications of ICT in social sciences. Frankfurt am Main: PL Academic Research. cop. 2015, str. [99]-111.
- PODGORNIK, Nevenka. Psihologija dela in vzpostavljanje varnostne kulture v organizaciji. Raziskave in razprave, ISSN 1855-6280, 2012, vol. 5, no. 3, str. 51-70.