

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
Medkulturni menedžment, druga	Program nima smeri	prvi	drugi
Intercultural management, second	The programme has no fields	first	second

Vrsta predmeta / Course type Izbirni / optional

Univerzitetna koda predmeta / University course code:

Predavanja Lectures	Seminar Seminar	Vaje Tutorial	Klinične vaje work	Druge oblike študija	Samost. delo Individ. work	ECTS
20		15	0	0	145	6

Nosilec predmeta / Lecturer: doc. dr. Nevenka Podgornik/Assist. prof. Nevenka Podgornik
doc. dr. Jana Krivec / assist. prof. dr. Jana Krivec

Jeziki / Languages:
Predavanja / Lectures: slovensko, angleško / Slovenian, English
Vaje / Tutorial: slovensko, angleško / Slovenian, English

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

Ni posebnih pogojev.

Prerequisites:

No special prerequisites.

Vsebina:

Content (Syllabus outline):

- 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
- Izdelava nagrajevalnih sistemov
- Celovita kontrola kvalitete
- 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

- 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
- Establishment of the reward systems
- comprehensive quality control
- Organizational culture and climate
- Employee satisfaction
- Working in groups
- 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

dejavnikov na delovnem mestu)

- Odnos človek-stroj
- Analiza dela in izbor kadrov

- Positive psychology in the workplace

(Discovering and promoting positive factors in the workplace)

- The man-machine relationship
- 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*. Znanstvena založba Filozofske fakultete v Ljubljani.

Levy, P.E. in Marando, K. (2010): *Industrial/Organizational Psychology and Human Factors*. York: Worth Publishers.

Levy, P.E. (2013): *Industrial/Organizational Psychology: Understanding the Workplace* (4.izd.). New York: Worth Publishers.

Dipboye, L. R.; Smith, S. C. in Howell, C. W. (1994): *Understanding Industrial and Organizational Psychology*. Forth Worth: Harcourt Brace International Edition.

Drenth, P. J. D.; Thierry, H. in de Wolff, C. J. (ur.) (1998). *Handbook of Work and Organizational Psychology (Second Edition)*. Volume 4: Organizational Psychology. East Sussex: Psychology Press.

Edgar H. S. (1988): *Organizational Psychology* (3. izd.). Prentice Hall: Englewood Cliffs, NJ.

Landy, F. J. (1985): *Psychology of Work Behavior* (3. izd.). Homewood: The Dorsey Press.

Sabadin, A. (1997): *Psihologija dela I*. Ljubljana: Filozofska fakulteta, Oddelek za psihologijo.

Cilji in kompetence:

Seznani študenta z osnovnimi teoretičnimi pojmi in praktičnimi aplikacijami pri obravnavanju človeka pri delu v okviru področja organizacijske psihologije.

- sposobnost oblikovanja izvirnih idej, konceptov in rešitev določenih problemov; razvoj komunikacijskih sposobnosti in spretnosti za komuniciranje z različnimi okolji;
- sposobnost timskega dela, tj. pripravljenost na sodelovanje, kooperativnost, upoštevanje mnenj drugih in izpolnjevanje dogovorjene

Objectives and competences:

To acquaint the student with the basic theoretical concepts and practical applications in the treatment of a man at work in the field of organizational psychology.

- The ability to formulate original ideas, concepts and solutions for specific problems;
- The development of communication skills and skills for communicating with different environments;
- The ability for teamwork, i.e. willingness for

vloge v okviru tima in skupine;

- sposobnost zagona strategij oziroma pretvorbe strategij v projekte;
- sposobnost vodenja, koordiniranja in načrtovanja poslovnega procesa;
- razvoj sposobnosti interdisciplinarnega mišljenja in sodelovanja

Predmetnospecifične kompetence:

- uporaba in kombiniranje znanj za različnih disciplinarnih področij;
- razumevanje različnih teoretskih pristopov in njihova uporaba pri reševanju konkretnih problemov;
- fleksibilnost in prilagodljivost, tj. sposobnost delovanja v večkulturnem okolju;
- razumevanje 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

cooperation, collaboration, taking into account the opinions of others and fulfilment of the defined roles within the team and the group;

- The ability to launch strategies or transform strategies into projects;
- The ability to manage, coordinate and plan the business process;
- Development of interdisciplinary thinking and cooperation skills;

Subject-specific competences:

- Applying and combining the knowledge from different disciplines;
- Understand the different theoretical approaches and apply them in solving concrete problems;
- Flexibility and adaptability, i.e. capability of operating in a multicultural environment;
- Understanding 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:

- 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,
- oblikovanje in izvajanje programov usposabljanja in ocenjevanje njihove učinkovitosti, coaching zaposlenih,
- razvoja kriterijev za ocenjevanje uspešnosti delavcev in organizacij,
- ocenjevanja preferenc potrošnikov, zadovoljstva kupcev in tržnih strategij.

Intended learning outcomes:

- The analysis and the exploitation of the factors which favorably affect the work performance, health, satisfaction, personal growth and reduce potentially harmful factors;
- Identification, training and development of the worker's needs;
- Work and quality of work life design and optimization;
- Formulation and implementation of the training programs and evaluation of their effectiveness;
Coaching employees;
- Development of the criteria to evaluate performance of individuals and organizations;
- Assessment of consumer preferences, customer satisfaction and market strategies.

Metode poučevanja in učenja:

Predavanja, seminarji, vaje

Learning and teaching methods:

Lectures, seminars, practice

Načini ocenjevanja:

Način (pisni izpit, ustno izpraševanje, naloge, projekt)

Pisni izpit

Izdelava in zagovor projektne naloge.

Ustni ali pisni izpit.

Delež (v %) /

Weight (in %)

Assessment:

Type (examination, oral, coursework, project):

Seminar work with reports on experimental exercises and presentation of the work.

Oral or 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, ilustr. [COBISS.SI-ID [4497403](#)]
- 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, ilustr. [COBISS.SI-ID [19980082](#)]
- KRIVEC, Jana, GAMS, Matjaž. Data mining techniques for explaining social events. V: FUNATSU, Kimito (ur.), HASEGAWA, Kyoshi (ur.). *Knowledge-oriented applications in data mining*. Rijeka: In-Tech, cop. 2011, str. 39-52. [COBISS.SI-ID [24854311](#)]
- 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](https://doi.org/10.1007/978-3-319-28079-0). [COBISS.SI-ID [1536797123](#)]
- Podgornik, Nevenka (2012): Organizacijska klima in zadovoljstvo zaposlenih na Fakulteti za uporabne družbene študije v Novi Gorici. *Raziskave in razprave*, 5(1), str. 101-134.
- Podgornik, Nevenka (2012): Psihologija dela in vzpostavljanje varnostne kulture v organizaciji. *Raziskave in razprave*, 5(3), str. 51-70.
- Podgornik, Nevenka (2010): Psihologija osebne svobode sodobnega človeka. *Anthropos*, 42(3/4), str. 153-167.
- Podgornik, Nevenka (2012): Za samopodobo je uničujoča kritika. *Časopis ne-odvisen.si*, 2, str. 8.
- Podgornik, Nevenka (2011): Medosebni odnosi in duševno zdravje. *Šent*, 17(2), str. 11-13.
- Kovačič, Andrej in Podgornik, Nevenka (2013): New ways to manage communication with customers on the internet. V: Levnajić, Zoran (ur.): *5th International Conference on Information Technologies and Information Society [also] ITIS 2013, Dolenjske toplice, 7-9 november 2013*. Novo mesto: Fakulteta za informacijske študije, str. 135-141.
- Kovačič, Andrej in Podgornik, Nevenka (2015): Sharing personal information on the internet empowers relationship marketing. V: Mileva-Boshkoska, Biljana (ur.): *Applications of ICT in social sciences*. Frankfurt am Main: Peter Lang, str. 99-111.