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**INTERNATIONAL EUROPEAN
UNIVERSITY**



**EUROPEAN SCHOOL
OF BUSINESS**

**Ethics and Organizational Culture
in Professional Activities
Psychology EP**

2024



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1	Course title and educational program
	Ethics and Organizational Culture in Professional Activities Psychology EP
2	Course description
	The Ethics and Organizational Culture in Professional Activities discipline plays a crucial role in preparing future specialists for professional activities and productive collaboration in the field. It aims to develop a set of moral imperatives regarding the psychologist's duties and ethical obligations. The course involves introducing students to the main areas and methods of work for practical psychologists and psychology scientists, ethical principles of psychologist's professional activities, and particularities of professional growth and self-improvement for psychologists.
3	Prerequisites for study
	The Ethics and Organizational Culture in Professional Activities program is based on classical and contemporary scientific research in philosophy, ethics, logic, sociology, and psychology. It is an integral part of the general course of compulsory academic disciplines.
4	Number of credits/hours
	3 ECTS credits / 90 academic hours
5	Mode of study
	Blended learning
6	Classroom location
	https://dist.ieu.edu.ua/course/view.php?id=701
7	Lecturer's full name
	Liudmyla Aleksieienko-Lemovska , PhD in Pedagogy, Associate Professor, Professor at the Department of Tourism, Social Sciences and Humanities
8	Department

Department of Tourism, Social Sciences and Humanities:





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9	Office location	42V Akademika Hlushkova Ave., Kyiv, room 504
10	Consulting	Every Thursday from 3 p.m. to 4:30 p.m. by appointment via corporate e-mail
11	Lecturer's e-mail address	lyudmilalemovska@ieu.edu.ua
12	Course objectives	<p>The main goal of the course is to provide students with a system of knowledge about theoretical and methodological foundations of culture, means of professional interaction and communication among specialists in the field; the understanding of the conceptual principles of ethical organization of the environment at an organization, and fundamental laws of knowledge regarding the key concepts of ethics in professional communication and ethical norms of behavior for modern specialists in the field.</p>
13	The role of the academic discipline in achieving program learning outcomes	<p>PLO1. To conduct search, processing, and analysis of professionally important knowledge from various sources using modern information and communication technologies.</p> <p>PLO4. To make psychological predictions regarding the development of individuals, groups, and organizations.</p> <p>PLO7. To clearly and convincingly present research findings in both written and oral forms, and take part in professional discussions.</p> <p>PLO9. To resolve ethical dilemmas based on legal norms, ethical principles, and general human values.</p>
14	Learning outcomes	<p>The acquired knowledge will provide students with:</p> <ul style="list-style-type: none">– a system of knowledge and understanding of the regularities and principles of communication and interaction in professional activities; typical methods of professional communication and their variations; ways and conditions of their use; typical causes of conflict situations; methods of managing a team at an organization;– the ability to analyze specific modeled situations in the context of professional activities, act based on ethical considerations (motives); the ability and skills to implement professional ethics in practice, preserve and enhance moral and cultural values of society;– the ability to establish relationships with colleagues, students, possess the culture of professional thinking, speech, communication, and interaction;– skills in applying the main means of professional interaction and communication, resolving professional conflicts, and methods of preventing their occurrence;– understanding and perception of moral guidelines embedded in the consciousness of students during the course based on respect for human honor and dignity as the highest social value.

15

Course content

Topic 1. The subject and objectives of the Ethics and Organizational Culture in Professional Activities course. Professional ethics as the doctrine of the professional morality of a psychologist.

Topic 2. Historical origins and evolution of ethical and psychological ideas as the foundation for culture in professional activities.

Topic 3. The moral consciousness of a specialist in the field as a factor in the culture of professional interaction.

Topic 4. Ethical principles and standards of professional activities for psychologists. Ethical and psychological foundations of professional communication.

Topic 5. The ethical code of the practicing psychologist. Ethics of resolving disputed issues and conflict situations.

Topic 6. Business communication in the system of professional relationships. The culture of professional interaction. Methods and techniques of communication in the psychologist's practice.

Topic 7. Fundamentals of professional ethics in relationships. Corporate culture of an organization and the image of a specialist. The image and etiquette of a psychologist.

Topic 8. Key competencies required for successful professional relationships.

16

Books and materials

1. V.H. Voronkova, A.H. Belichenko, V.V. Melnyk, M.A. Azhazha. Ethics of Business Communication: Study Guide for Higher Education Institutions (Recommended by the Ministry of Education and Science of Ukraine). 2nd Edition, Lviv: Magnolia, 2021. – 312 p.
2. T.B. Hrytsenko, S.P. Hrytsenko, T.D. Ishchenko, T.F. Melnychuk, N.V. Chupryk, L.P. Anokhina. Ethics of Business Communication: Study Guide. Kyiv: Center for Educational Literature, 2019. – 344 p.
3. N.S. Kaliuzhka. Ethics of Professional and Business Communication: Educational and Methodical Guide. K.: V.M. Huliaieva Individual Entrepreneur, 2022. – 228 p.
4. T.A. Koltunovych. Ethical Code of a Psychologist. Chernivtsi: Ruta, 2007. – 231 p.
4. V.H. Stovpets, O.V. Stovpets, S.M. Hlovatska. Corporate Ethics and Psychology: Study Guide. Publishing House: Oldi+. Area: Psychology, Philosophy, 2021. – 236 p.

17

Course technical requirements

To work on the Ethics and Organizational Culture in Professional Activities course, you will need regular access to a computer (or phone) and the Internet. To successfully study and pass the course exam, you should initially explore online platforms (Moodle or Classroom) and study all folders that already contain or will contain information or materials for the course. You will also need to create and upload documents, upload the accomplished task, as well as watch or create videos.

Online platforms can only be accessed using a corporate email.

If you are unable to access the course, you should inform the Dean's Office, your class representative, or the course lecturer directly.

18

Learning process

The Ethics and Organizational Culture in Professional Activities course consists of lectures and practical classes.

Lectures use the following training methods: lecture, conversation lecture, discussion, discussion of problematic issues, demonstration, analysis of various situations according to the lecture topic.

Practical classes use the following training methods: questioning, presentations, test assignments, discussions, modeling, analysis of specific situations, case studies, business game, discussion, debates, information and communication technologies, brainstorming, heuristic question method, Socratic method, interviewing, etc.

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19 Discipline features

Period of teaching	Semester	International disciplinary integration	Year of study	Courses: general training/professional training/elective
1 semester	1 st semester	available	1 st year	General training

As part of discipline teaching, one carries out current and final control of students' knowledge.

The final grade is given according to the total rating of students. (<https://ieu.edu.ua/docs/pol-mark-esb.pdf>).

20 Assessment policy

According to the results of current control during a semester, students can obtain 100 points maximally, the minimum sum of points allowing students to pass the discipline is 60 points.

Maximum amount of points for the following types of assessment:

- ✓ module 1 = 50 points;
- ✓ module 2 = 50 points;
- ✓ exam = 100 points.

Correlation between national and ECTS grades and student rating:

(<https://ieu.edu.ua/docs/pol-mark-esb.pdf>)

21 Grading scale

National and ECTS grading scale

Sum of points for all types of educational activities	ECTS grade	Grade according to the national scale	
		for exam, term paper, practical training	for Pass/Fail test
90-100	A	excellent	pass
82-89	B	good	
74-81	C		
66-73	D	satisfactory	
60-65	E		
30-59	FX	fail with possible repeated pass	fail with possible repeated pass
1-29	F	fail with obligatory repeated learning of the discipline	fail with obligatory repeated learning of the discipline

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22

How to find out your grade

To check your grades for tasks and read your lecturer's comments, you should check appropriate tabs on the Moodle or Classroom distance learning platform.

You can also obtain information about your grades directly from the course lecturer via corporate e-mail or by appointment on consulting days (room 504).

23

Course policy

To ensure fruitful learning and cognitive activities of students while studying the discipline, one holds relevant lectures, practical classes, and seminars in the form of presentations, group work, and discussion seminars.

During classes and at the University, students should respect lecturers, staff, and other students, attend classes according to the schedule, come on time, and not leave classes without lecturer's permission. All academic assignments should be performed by the deadlines.

The teaching staff should constantly advance their professional level, teaching skills, general culture, as well as provide students with appropriate conditions for learning educational programs according to the requirements for the content, level and capacity of education, and encourage their comprehensive professional development.

24

Grading scale

Lecturers should follow the curriculum, not be late for classes, not allow any manifestations of corruption, discrimination, bullying, harassment and infringement of the students' rights.

Students who miss the current control for *valid reasons* confirmed by documents have the right to take current control **within two weeks** after returning to studying.

Students who have missed classes *without valid reasons*, have not participated in current control activities, have not liquidated academic failure are not admitted to the final semester control of this discipline. In this case, an academic staff member puts a mark 'non-admission' in the exam record.

Repeated taking of the exam in the discipline is appointed in case of accomplishing all types of educational, independent (individual) work stipulated by the working program of the academic discipline and is carried out according to the approved schedule of academic failure liquidation.

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All participants in the educational process rely on the academic integrity principles.

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25

Late task performance, correction of grades, making up missed classes

Tasks should be submitted via Classroom or Moodle by the deadlines stipulated in the course schedule on our website. Most tasks should be performed by 9 a.m. on the day of the next class to coordinate them with the course content and group activities. It is best practice to perform tasks as soon as possible after receiving them so that you have enough time to take an active part in the class.

If you need more time to perform the task, flexible deadlines are available. Completed tasks will be accepted until full credit until the last scheduled class in the discipline. Afterwards, the 40% partial credit based on the grade will be awarded within a week after the last day of class. Tasks that are not submitted at all will receive 0. If you are going to miss classes for more than one week due to illness or other reasons, please contact your lecturer to arrange alternative options for performing tasks.

25

Late task performance, correction of grades, making up missed classes

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26

Lecturer's response time

Via corporate e-mail, within 24 weeks.

27

Efficient communication

Efficient communication is a two-way street!

Therefore, the main recommendations for efficient communication include: corporate e-mail directly to the course lecturer; personal communication with classmates via social media/corporate e-mails/mobile phones; communication directly in the course on Moodle or Classroom distance platforms; and a face-to-face meeting with the lecturer on consulting days.

28

Policy of publication and distribution of course materials

Students are not allowed to post, publish, sell, or otherwise publicly distribute course materials without the written permission of the lecturer!

Such materials include, but are not limited to: lecture notes, lecture slides, video or audio recordings, tasks, problem sets, exams, other students' work, and answer keys.

Students who sell, post, publish, or distribute course materials without written permission in order to get answers or otherwise can be subject to disciplinary action, up to and including being required to withdraw from the course. Besides, students are not allowed to make video or audio recordings of the class for their own use without the written permission of the lecturer.



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29

Expected student workload and engagement

During this course, you should allocate some hours for independent study of some lecture materials in accordance with the course topics (approximately 5-6 hours per week).

If you face circumstances requiring you to spend more time on any of the tasks, please inform your lecturer by e-mail.

The deadline for submission can be extended only if the lecturer is informed in advance that you will not be able to submit the task on time. Students are expected to have a backup plan in case of computer malfunctions or Internet outages.

30

Support services

E-schedule
Library
Supervisor
Repository
Dean's Office

31

Course schedule

<i>Lecture topics</i>	<i>Practical classes</i>
Topic 1. The subject and objectives of the Ethics and Organizational Culture in Professional Activities course. Professional ethics as the doctrine of the professional morality of a psychologist.	<ol style="list-style-type: none"> 1. Oral questioning 2. Checking questions submitted for independent study 3. Writing a report 4. Practical tasks 5. Testing
Topic 2. Historical origins and evolution of ethical and psychological ideas as the foundation for culture in professional activities.	<ol style="list-style-type: none"> 1. Oral questioning 2. Solving situational tasks 3. Checking questions submitted for independent study. 4. Testing
Topic 3. The moral consciousness of a specialist in the field as a factor in the culture of professional interaction.	<ol style="list-style-type: none"> 1. Oral questioning 2. Solving situational tasks 3. Checking questions submitted for independent study. 4. Testing
Topic 4. Ethical principles and standards of professional activities for psychologists. Ethical and psychological foundations of professional communication.	<ol style="list-style-type: none"> 1. Oral questioning 2. Solving situational tasks 3. Checking questions submitted for independent study. 4. Testing
Topic 5. The ethical code of the practicing psychologist. Ethics of resolving disputed issues and conflict situations.	<ol style="list-style-type: none"> 1. Oral questioning 2. Solving situational tasks 3. Checking questions submitted for independent study 4. Test work
Topic 6. Business communication in the system of professional relationships. The culture of professional interaction. Methods and techniques of communication in the psychologist's practice.	<ol style="list-style-type: none"> 1. Oral questioning 2. Solving practical tasks 3. Checking questions submitted for independent study 4. Presentation of reports
Topic 7. Fundamentals of professional ethics in relationships. Corporate culture of an organization and the image of a specialist. The image and etiquette of a psychologist.	<ol style="list-style-type: none"> 1. Oral questioning 2. Solving practical and situational tasks 3. Checking questions submitted for independent study 4. Testing



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Topic 8. Key competencies required for successful professional relationships.

1. *Oral questioning*
2. *Solving situational tasks*
3. *Checking questions submitted for independent study*
4. *Testing*

32

Tips on successful study during the course

If you want to succeed in this discipline, you should:

- ✓ Think about your future career, set your goals and priorities properly.
- ✓ Seek additional information, details and facts. Learn how to use information correctly.
- ✓ Be ambitious and think big: create models, hypotheses, find logical relationships.
- ✓ Expand your horizons, read lecture notes and books, listen to lectures, ask questions and get feedback.
- ✓ Be active in a group, work as part of a team, and develop leadership skills.
- ✓ Take part in conferences, scientific activities, create projects, solve case studies; develop a portfolio.

We wish you interesting studies and professional development. Good luck!