

## **PSYE17, Psychology: Personnel Recruitment and Selection, 15 credits**

*Psykologi: Rekrytering och urval av personal, 15 högskolepoäng*  
**First Cycle / Grundnivå**

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### **Details of approval**

The syllabus is an old version, approved by the board of the Department of Psychology on 2013-11-12 and was last revised on 2021-03-02. . The revised syllabus applied from 2021-08-30. , autumn semester 2021.

### **General Information**

The course is offered as a freestanding first cycle course and may be included in a degree of Bachelor specialising in Psychology or in a programme according to programme syllabus.

*Language of instruction:* Swedish

*Main field of studies*

Psychology

*Depth of study relative to the degree requirements*

G1N, First cycle, has only upper-secondary level entry requirements

### **Learning outcomes**

On completion of the course, students shall be able to demonstrate

#### **Knowledge and understanding**

- knowledge of the recruitment process as it is described in research and as it is practised in companies and organisations
- understanding of the need of a systematic procedure prior to a decision about employment and understanding of how decisions and selection processes are evaluated
- knowledge of theories of personality, motivation, talent and intelligence that are of relevance to recruitment and selection, including their historical roots and current status in research

- knowledge of psychometric concepts and how they are used when selection methods are evaluated
- knowledge of how researchers and professionals assess different methods that are used for selection of staff, such as personality tests, aptitude tests, job analyses, application documents, references, portfolios and peer reviews
- knowledge of the scientific methods used when costs and benefits of recruitment and selection are evaluated
- knowledge of ethical aspects of recruitment and selection such as use of tests, fairness, diversity and gender perspectives

### **Competence and skills**

- ability to communicate the contents of the course to decision-makers but also to applicants subject to different selection methods
- ability to apply the recruitment process from job analysis to assessment criteria and choice of assessment instruments

### **Judgement and approach**

- ability to seek and evaluate scientific information about recruitment and selection of staff

### **Course content**

The course is a single coherent structure including both theoretical and practical components. The theoretical components consist of lectures addressing different fields of the required reading. The practical components consist of a set of exercises using different methods and an individual case study in which students have the opportunity to test their knowledge in a more authentic situation. The students are also to make a study visit in small groups that is to be presented in writing. Finally, the students are to produce a poster presentation based on the study visit, in which the course content is to be used for a critical reflection on a company's recruitment process.

### **Course design**

The theoretical components consist of lectures and reading. They also include an online resource enabling students to familiarise themselves with different relevant methods. The practical components consist of group exercises, a recruitment case study performed in groups, a study visit and a presentation. The six group exercises and the presentation of the study visit are compulsory. Unless there are valid reasons to the contrary, compulsory participation is required in these components. Students who have been unable to participate due to circumstances such as accidents or sudden illness will be offered the opportunity to compensate for or re-take compulsory components. This also applies to students who have been absent because of duties as an elected student representative. Students who have been absent must contact the course director.

## Assessment

The assessment is based on written assignments. The practical components are assessed in groups and the assessment is based on the work on the case study and the study visit. Three opportunities for examination are offered in conjunction with the course: a first examination and two re-examinations. Within a year of the end of the course, two further re-examinations on the same course content are offered. After this, further re-examination opportunities are offered but in accordance with the current course syllabus.

The examiner, in consultation with Disability Support Services, may deviate from the regular form of examination in order to provide a permanently disabled student with a form of examination equivalent to that of a student without a disability.

*Subcourses that are part of this course can be found in an appendix at the end of this document.*

## Grades

Marking scale: Fail, E, D, C, B, A.

The following grades are used: A, B, C, D, E or Fail. The highest grade is A and the lowest passing grade is E. The grade for a non-passing result is Fail. The student's performance is assessed with reference to the learning outcomes of the course. For the grade of E the student must show acceptable results. For the grade of D the student must show satisfactory results. For the grade of C the student must show good results. For the grade of B the student must show very good results. For the grade of A the student must show excellent results. For the grade of Fail the student must have shown unacceptable results.

The written assignments are graded Pass or Fail.

The grade for the whole course is determined by an average of all the grades awarded (in which A=5, B=4, C=3, D=2 and E=1). To be awarded a grade of Pass (at least E) on the whole course, the student must have been awarded a grade of E or Pass on all components of the course.

At the start of the course students are informed about the learning outcomes stated in the syllabus and about the grading scale and how it is applied in the course.

## Entry requirements

General and courses corresponding to the following Swedish Upper Secondary School Programs: Social Studies 1b/1a1 + 1a2

## Subcourses in PSYE17, Psychology: Personnel Recruitment and Selection

Applies from V14

1301 Personnel Recruitment and Selection, 15,0 hp  
Grading scale: Fail, E, D, C, B, A