C8041 Organisational Psychology
Convenor: Karen Long

Essay ESS (70%): 2000 words

Students are required to write a 2,000-word essay with a title to be agreed with the convenor.

If you submitted and failed this assessment you should write a new essay with a new title for the resit

Report REP (30%): Case Study Assignment:

Word limit=2000 (not including references and appendices)
Due date: - see Sussex Direct for details

Definition: ‘A case study is a concentrated enquiry into a single case’.

The aim of the assignment is to examine how a process/issue/theory studied on the module is implemented in practice within an organisation.

How do I get information about an organisation?
There are many different ways to approach the assignment:
1. Base your case study on somewhere you work currently or have worked previously.
   [Yes, it’s OK to be your own source, but supplement your own description with additional material (e.g. from company website) if possible].
   -You could also talk to your colleagues about their perceptions
2. Talk to/interview/email someone you know about where they work (e.g. a parent or friend).
3. Look at the company website
4. Check for ‘informal’ online material – e.g. Blogs, employer review sites (e.g. glassdoor https://www.glassdoor.co.uk/index.htm; https://www.thejobcrowd.com/), social media.
5. Look for news & business press articles about the company you want to research.
   The FT and the Guardian are accessible via the library (Nexis), as are Forbes and HBR. There are many others – the Proquest Business Collection is a good place to look, again accessed via the library portal.
6. Autobiographies or other books about specific people or organisations
   These are not alternates – the more sources the better!

NB: it is perfectly feasible to do the case study based solely on secondary sources such as 3, 5 & 6.
Anonymity
It is not absolutely necessary to identify the organisation if you do not wish to. You can simply refer to it as ‘Company X’ or make up a name, and anonymise any supporting material you use (e.g., black out company logo/name in downloaded web pages etc) if there are confidentiality issues.
Suggested structure: Please use these or similar headings

Title

Introduction (500-750 words)
In this section, briefly review relevant literature on the topic that you propose to examine. Aim to provide a statement of how things should work according to organisational psychology theory. You can choose a topic that is either reasonably broad, or very specific, or somewhere in between. What is important is that the focus is appropriate for the level of detail of the information that you have access to in your chosen organisation. If you are worried that your question is too broad, then please seek advice.

Try to avoid only using chapters from one of the two course tests as your sources – although brief, this section needs to be well informed, and to earn high marks you will need to do a bit of evaluating, and draw out the key messages. (However, it’s fine to start with the course texts, and supplement with more focused additional reading).

To help fit within the word limit, you can use diagrams and summary tables to present factual information as well (contents of diagrams and tables would not be included in the word count). Aim your writing at a non-specialist reader – for example a fellow student who is not taking the model, or someone who works for the organisation you are analysing. Your introduction should provide them with all the tools they need to understand your analysis further on.

Case Description (750-1000)
Describe what happens in your organisation that is relevant to the question you are examining - what do they do/how do they do it? You should include material in an appendix in support of your description if you can, and if you can keep this section short, then you will have more words to play with in the other sections. It may be appropriate to divide this section with sub headings, and you should have a separate (short) section detailing what source materials you have drawn on, or at least a sentence somewhere.

The kind of material you might want to draw on could include material from an organisation’s website, other organisational publications, interviews with employees etc. or combinations of the above. Some students have collected some data from company members (e.g. team role preferences), although this is not required or expected, and analysis of scores would need to be very basic to avoid this turning into a research project. You could also use secondary source material, e.g. articles about organisations in newspapers or business/management publications, or online reviews of employers. Alternatively (or in addition) you can draw on your own or someone else’s personal experience of working there. There is no requirement about the size or nature of organisation you wish to examine. Public sector organisations (e.g. education, health) are as acceptable as commercial organisations.

Analysis (500+)
In this section, present a reasoned analysis of the relationship between theoretical knowledge of your chosen process/issue/question, and how it is enacted/implemented in your case. If appropriate, draw implications. Try not to be overwhelmingly positive – there is usually some room for improvement!

**Conclusion**

Sum up the previous section in a succinct statement.

**Important Note:** For some case studies, it makes more sense to combine the description and analysis sections to avoid repetition. If you decide to take this approach, you may need to use subheadings to divide up an otherwise very long section, and your conclusion would need to be a paragraph rather than a sentence or two.

**References**

Include here all your references from your theory section, plus references for any source documents or web-based material you have used. (If you are not sure how to reference web-based material, follow this link, [http://owl.english.purdue.edu/owl/resource/560/10/](http://owl.english.purdue.edu/owl/resource/560/10/))

**Appendices**

You should try to include some material here that supports your case description (i.e. shows you haven’t made it up!) *if possible*. Be selective however, it may not be necessary to include absolutely everything. If you have several documents, include a content page for the Appendices, and divide them into appendix 1, 2 etc. Point the reader to the relevant material in the appropriate place in the case description (i.e. by inserting the phrase ‘see Appendix 1’ and so on). Please make sure everything you include is relevant – for example don’t put in entire manuals when only a few pages are directly relevant – just include those, and perhaps highlight the most relevant sections. Scanned material is perfectly acceptable.

NB: Please note that hyperlinks do not work from within Turnitin – so you can’t expect or assume that markers will be able to click on any links you put here – screenshot or scan anything essential instead.

If you submitted and failed this assessment you should write a new case study for the resit – i.e. a new topic or organisation, or both.