

## Liverpool John Moores University

Title: PERSONNEL SELECTION AND ASSESSMENT  
Status: Definitive  
Code: **7001OCCPSY** (113753)  
Version Start Date: 01-08-2011

Owning School/Faculty: Natural Sciences & Psychology  
Teaching School/Faculty: Natural Sciences & Psychology

Team	Leader
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**Academic Level:** FHEQ7      **Credit Value:** 12.00      **Total Delivered Hours:** 24.00  
**Total Learning Hours:** 120      **Private Study:** 96

### Delivery Options

Course typically offered: Semester 1

Component	Contact Hours
Lecture	18.000
Workshop	6.000

**Grading Basis:** 40 %

### Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Essay	Essay 2	Coursework (essay) 2,000 words	60.0	
Essay	Essay 1	Coursework (essay) 2,000 words	40.0	

### Aims

1. To enable students to understand and critically evaluate the psychological aspects of recruitment and selection of staff.
2. To enable students to understand and critically evaluate the application of the principles of psychometrics to the recruitment and selection of staff.
3. To enable students to develop specialised knowledge of and skills in critically evaluating methods of job analysis.

4. To enable students to learn and to practice professional skills in test administration.

## Learning Outcomes

After completing the module the student should be able to:

- 1 Critically appraise psychometric and non-psychometric approaches to recruitment and selection, demonstrating specialised knowledge of the subject areas.
- 2 Explain and critically evaluate different approaches to job analysis, demonstrating specialised knowledge of the subject area.

## Learning Outcomes of Assessments

The assessment item list is assessed via the learning outcomes listed:

Essay 2	1
Essay 1	2

## Outline Syllabus

*Job analysis; assessment methods; psychometrics, choosing selection methods; assessment for development; fairness and equal opportunities; practical test administration skills.*

## Learning Activities

1. Actively participate in lectures and presentations.
2. Complete directed reading.
3. Complete directed activities outside class time.
4. Actively participate in structured activities with peers.
5. Participate in group presentations.
6. Administer, score, interpret and feedback psychological tests.

## References

<b>Course Material</b>	Book
<b>Author</b>	Cook, M
<b>Publishing Year</b>	2004
<b>Title</b>	Personnel Selection
<b>Subtitle</b>	Adding value through people
<b>Edition</b>	4th edition
<b>Publisher</b>	John Wiley & Sons, Ltd.
<b>ISBN</b>	

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<b>Course Material</b>	Book
<b>Author</b>	Doyle, C.E.
<b>Publishing Year</b>	2003
<b>Title</b>	Work and Organisational Psychology
<b>Subtitle</b>	An introduction with attitude
<b>Edition</b>	
<b>Publisher</b>	Psychology Press
<b>ISBN</b>	

<b>Course Material</b>	Book
<b>Author</b>	Kline, P
<b>Publishing Year</b>	2000
<b>Title</b>	Handbook of Psychological Testing
<b>Subtitle</b>	
<b>Edition</b>	Second edition
<b>Publisher</b>	Routledge
<b>ISBN</b>	

<b>Course Material</b>	Book
<b>Author</b>	Millward, L
<b>Publishing Year</b>	2005
<b>Title</b>	Understanding occupational and organisational psychology
<b>Subtitle</b>	
<b>Edition</b>	
<b>Publisher</b>	Sage
<b>ISBN</b>	

<b>Course Material</b>	Book
<b>Author</b>	Murphy, K.R. & Davidshofer, C.O.
<b>Publishing Year</b>	2005
<b>Title</b>	Psychological Testing
<b>Subtitle</b>	Principles and applications
<b>Edition</b>	6th edition
<b>Publisher</b>	Prentice Hall
<b>ISBN</b>	

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## Notes

This module is based on the BPS knowledge area of the same name. The module examines job analysis, recruitment & selection, psychometrics, staff development, and issues of equality & anti-discriminatory practice. Practical workshops focus on the skills of test selection, administration, scoring and feedback.