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Lesson one : "What is work and organizational psychology ?"

# **Definition :**

It is one of the branches of psychology, it is dominated by the practical side.

According to 'Fraser' in his book (indusrial psychology), it is the study of human being in a state of work.

# **Interest and goals of work and organizational psychology** :

Work and organizational psychology focuses on the relationships that exist between the worker and the institution (organization) in which he works, with the intention of achieving economic and comprehensive development.

Perhaps its most important goals are :

- 1. To increase production and productivity.
- 2. To increase worker comfort and job satisfaction.
- 3. To improve the relationship among workers.
- 4. Good choice of workers.
- 5. Training of workers.

- 6. Studying the psychological disorders prevalent among workers.
- 7. Investigating the works' accidents and their causes.

The fields of work and organizational psychology

- 1. Professional alignment
- 2. Human engineering
- 3. organizational behavior

| English term            | Arabic              |
|-------------------------|---------------------|
| Psychology              | علم النفس           |
| the practical side      | الجانب العملي       |
| industrial psychology   | علم النفس الصناعي   |
| state of work           | حالة العمل          |
| the relationships       | العلاقات            |
| Organization            | منظمة               |
| production              | إنتاج               |
| Productivity            | إنتاجية             |
| psychological disorders | الاضطر ابات النفسية |
| Professional alignment  | التو افق المهني     |
| Human engineering       | الهندسة البشرية     |
| organizational behavior | لسلوك التنظيمي      |

**Practice: provide definitions to the terms in the table above.** 

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# Lesson 2

# Stress and work pressure

# **Stress definition:**

Stress can be defined as the drgree to which you feel overwhelmed or unable to cope as a result of pressures that are unmanageable.

## **Pressure definition :**

The burden of physical or mental distress.

# Sources of stress and work pressure :

- 1. Long hours.
- 2. Heavy workload.
- 3. Changes within the organisation.
- 4. Tight deadlines.
- 5. Changes to duties.
- 6. Job insecurity.
- 7. Lack of autonomy.
- 8. Boring work.
- 9. Insufficient skills for the job.
- 10. Over-supervision.
- 11. Inadequate working environment.
- 12. Lack of proper resources.

- 13. Lack of equipment
- 14. Few promotional opportunities
- 15. Harassment
- 16. Discrimination
- 17. Poor relationships with colleagues or bosses
- 18. Crisis incidents, such as an armed hold-up or workplace death.

### Symptoms of work-related stress

The signs or symptoms of work-related stress can be physical, psychological and behavioural.

### **Physical symptoms include:**

- 1. Fatigue
- 2. Muscular tension
- 3. Headaches
- 4. Heart palpitations
- 5. Sleeping difficulties, such as insomnia
- 6. Gastrointestinal upsets, such as diarrhoea or constipation
- 7. Dermatological disorders.

#### **Psychological symptoms include:**

- 1. Depression
- 2. Anxiety
- 3. Discouragement
- 4. Irritability
- 5. Pessimism
- 6. Feelings of being overwhelmed and unable to cope
- 7. Cognitive difficulties, such as a reduced ability to concentrate or make decisions.

#### **Behavioural symptoms include:**

- 1. An increase in sick days or absenteeism
- 2. Aggression
- 3. Diminished creativity and initiative

- 4. A drop in work performance
- 5. Problems with interpersonal relationships
- 6. Mood swings and irritability
- 7. Lower tolerance of frustration and impatience
- 8. Disinterest
- 9. Isolation.

### Practice: define the following terms:

- 1. Isolation
- 2. performance
- 3. Aggression
- 4. behaviour