Syllabus

PERSONNEL SELECTION - 55901

Last update 06-08-2015

HU Credits: 3

Degree/Cycle: 2nd degree (Master)

Responsible Department: business administration

Academic year: 0

Semester: 2nd Semester

Teaching Languages: Hebrew

Campus: Mt. Scopus

Course/Module Coordinator: Dr. Yael Brender-Ilan

Coordinator Email: yael.b@mail.huji.ac.il

Coordinator Office Hours: Wednesday, before class

Teaching Staff:
Dr. Yael Brender-Ilan
Course/Module description:
The course focuses on the use, validation and quality of different selection techniques (WATs, interviews, Biodata, personality tests, assessment centers, integrity tests, graphology) for different jobs. The main subjects will be the predictors and criterion - job success, the validity of the predictors, the reliability of the various selection techniques, utility analysis process, and job analysis. Each method will be critically examined and discussed.

Course/Module aims:
Students will acquire an understanding of the process of designing a selection strategy for various organizations and various jobs. Students will be taught the main stages of designing two selection methods – Assessment center exercises and Structures interview.

Learning outcomes - On successful completion of this module, students should be able to:
· Students will be able to make decision on personnel selection methods for different jobs and organizational situations
· Students will gain understanding of the importance of reliability and validity on choices between selection methods
· Students will be able to design a beginner personnel selection exercise in assessments center and interview setting
· Students will understand the essence and nature of various selection methods
· Students will gain critical knowledge regarding the strength and weaknesses of different selection methods

Attendance requirements(%):
80

Teaching arrangement and method of instruction: Lectures and class discussions

Course/Module Content:
Introduction to Selections
Reliability and Validity
Utility Analysis
The Criterion and Job analysis
Written ability test
The Interview
Interview simulations
Assessment Centers
Assessment center exercise design
Personality Tests – self report measures FFM COPS
Personality Tests – projective measures
Biodata and WAB
Graphology
Integrity Tests

Required Reading:


Jensen, A.R. (1986), g: Artifact or reality? Journal of Vocational Behavior, 29,
301-331.


**Additional Reading Material:**


**Course/Module evaluation:**
End of year written/oral examination 0 %
Presentation 0 %
Participation in Tutorials 10 %
Project work 75 %
Assignments 10 %
Reports 5 %
Research project 0 %
Quizzes 0 %
Other 0 %

**Additional information:**
The reading list is updated often and students get some choice out of the list