

Welcome to the Capstone Course!

This is it! This is your final course!

IT IS IMPORTANT TO NOTE THAT THIS COURSE IS DESIGNED DIFFERENTLY THAN ANY OF THE OTHER COURSES YOU HAVE TAKEN!

Your overall project in this course is to integrate everything you've learned into a very readable “**book**” about what you learned in this program. **In essence, this course is your opportunity to write a kind of small popular business book!**

Each Module will reflect a course you have taken during the IOP program, except the last Module, which will reflect your concentration area.¹ **Look at each Module as a Chapter in your book** that reflects what you learned during the program in the class associated with that Module. Aim your book either specifically at managers or at a wider audience of people who want to know about the field of I/O psychology.

The D1 Thread for each Module will instruct you to write a Chapter in your book, covering the topic of the week, which will reflect what you learned in a particular course:

- ◆ Write it in a very applied, practical, useful, understandable style, as if you were communicating to someone who is not a college student—a fellow worker, a manager needing some guidance, etc.
- ◆ **Important**—instead of using the usual double-spaced APA format, ***write it single spaced and include captivating visuals*** wherever you think they will help to make it easy to read.² The length of a Chapter is up to you.
- ◆ However—**also important**—when it comes to *citations* and *references*, **do** use the APA format.

The D2 Thread for each Module will instruct you to research the internet or the TUW library resources to find an example of an organization that illustrates the application of one or more of the most important pieces of advice you give in your Module Chapter. Write it as a Case example that would end your Chapter.

Beginning on the next page, I've attached an example of a D1 Chapter uploaded by a student (dealing with Improving Customer Relations) followed by an example of his corresponding D2 Case example (Trader Joe's).

Above all, have some fun with this course. Illustrate what you write with visuals wherever you think it might help make it more interesting. Use short paragraphs, Chapter sections with headings, bulleted paragraphs, tables, etc.—***all designed to make it easy to read.*** This is your opportunity to shine as a ***Scholar-Practitioner!***

- ◆ Write each Chapter and each Case example in Word or whatever program you are used to using.
- ◆ Carefully proofread it! ***Then, convert it to a PDF file*** in order to preserve the formatting (since many of us use different versions of Word).
- ◆ Then upload your PDF file to the Discussion Thread.

Hopefully, when you finish, you will have written a very useful “pop business book” that presents an overview of the IOP field!

Important: During Module 8, as your **Capstone Assignment**, you will be asked to write two more brief Chapters:

- ◆ ***An Introductory Chapter*** for your book that gives the reader an overview of where you will be going with the Chapters in your book.
- ◆ ***A final Summary Chapter*** that ties everything up with some important takeaways for the reader—suggestions and final advice to the reader, based on your book.

One final important note. Each of you came into the program at different times, so a few of your courses may be a little different from one another, due to changes in the program over the last 3 years. As a result, once I know who is in the class, I may individualize topics in the last two Modules based on your Degree Plan in order to reflect courses taken.

Again—have some fun! This is your opportunity to be creative as you look back and pull together what you have learned from this program! Past students have appreciated how well this course pulls the program together for them.



P.S. A former student had so much fun with this course, he actually ended up publishing the book he created!

THE FOLLOWING PAGES INCLUDE THE SAMPLE CHAPTER (D1) AND ACCOMPANYING CASE (D2)

¹ If you did not have a concentration area, the subject of this Module will be agreed upon with the Professor by the end of Module 2.

² There are many free graphics on the internet. If you choose one that is copyrighted, be sure to include a citation.