

PSY407 Applied Personnel Assessment and Selection

Level: 4

Credit Units: 5 Credit Units

Language: ENGLISH

Presentation Pattern: EVERY JULY

Synopsis:

This is an applied course that builds on the fundamentals of assessment and selection from PSY307 Personnel Assessment and Selection. This course will equip students with the necessary skills to carry out personnel assessment and selection in a real-world business setting. From contracting and client engagement, to budgeting and logistics considerations for setting up an assessment centre, students will be able to appreciate the challenges involved. This course will enable students to be more work-ready and apply what they have learnt in the Singaporean context.

Topics:

- Current and future trends in assessment and selection – the advent of AI
- Meeting the client – MNC, SME and Public Sector
- Conducting a client’s needs analysis
- Personality and cognitive tests – what’s out there in the market
- Planning an interview session (including video based interviews)
- Skills practice: role-plays and practice of interviews
- Planning and conducting an assessment centre
- Skills practice: role-plays and conducting an assessment centre
- Validating the assessment and selection results
- Conducting an overseas assessment and selection
- Legal and ethical limits in selection
- Understanding scholarship, management trainee assessment and selection

Learning Outcome:

- Appraise the challenges of personnel selection procedures and assessments
- Analyse the assessment and selection requirements of an organization
- Appreciate the importance of interpersonal skills in working with clients
- Develop effective pitch presentations to meet potential client requirements
- Plan and conduct selection and assessment procedures
- Evaluate results from selection and assessment and present findings for clients

Assessment Strategies (Evening Class):

Components	Description	Weightage Allocation (%)
Overall Continuous Assessment	GROUP BASED ASSIGNMENT 1	50
Overall Examinable Components	ECA	50
Total		100

