

SPECIALTY PSYCHOLOGY

Doctoral program in OCCUPATIONAL AND ORGANIZATIONAL PSYCHOLOGY

Educational and scientific degree: DOCTOR

Professional qualification: RESEARCHER

Duration of study: 3/4 years

Form of education: full-time, part-time, self-study mode

QUALIFYING CHARACTERISTIC

1. GENERAL PRESENTATION OF THE DOCTORAL PROGRAM

The doctoral program in "Occupational and Organizational Psychology" has been fully established in accordance with the legal framework and requirements of the NEAA for the training of doctoral students, with the Law of Higher Education, the Law of the Development of the Academic Staff in the Republic of Bulgaria, the Rules for its Implementation and the Rules of the University. It reflects the scientific priorities and shares the goals related to the research and educational activities laid down in the Development Strategy of the Southwest University "Neofit Rilski". The program meets the registered needs of practice, world scientific achievements, the stated demand by users - employers and potential candidates.

It is oriented towards the acquisition of knowledge and skills, and the development of personal and professional competences, in accordance with the national qualification framework of the Republic of Bulgaria. The doctoral program includes specified modules of disciplines that provide an opportunity for training, both for graduates of the "Psychology" specialty, "Bachelor" and/or "Master" degrees, and for graduates of other specialties. The training programs are offered up-to-date for practice, innovative approaches in training and the implementation of scientific research activities. An appropriate and supportive academic and work environment is provided, tolerating gender, age, ethnicity, religion, etc. equality, etc.

Education and professional training are fully aligned with European priorities, which are most clearly expressed in the initiatives to recognize the "European Diploma in Psychology" (EuroPsy) and through the activities of the Network for the enhancement of the teaching of psychology in European higher education.

The training lasts up to 3 years in regular and self-study mode of training and up to 4 years in part-time mode. In all modes, it ends with the defense of a doctoral thesis.

The educational and scientific degree "Doctor" in Occupational and organizational psychology is acquired after fulfilling the obligations under Art. 46, paragraph 2 of the Higher Education Act, Art. 9, paragraph 2 of the LDASRB, section II of the RIRLDASRB and according to the Conditions and procedure for acquisition of the educational and scientific degree "doctor" from the Internal rules for the development of the academic staff of the South-West University "Neofit Rilski".

2. OBJECTIVES OF THE DOCTORAL PROGRAM

The doctoral program in Occupational and Organizational Psychology has clear, specific, achievable and measurable goals, in accordance with the established state standards for the quality of higher education, the implementation of which is subject to constant observation and monitoring, with a view to achieving maximum effectiveness in training. They are derived on the basis of the key achievements of modern psychological science and on the basis of the leading criteria of international psychological organizations. The main goal of the doctoral program is to prepare highly qualified scientific, research and teaching personnel, experts who have systematized knowledge, skills and competences necessary to carry out critical and original analyses, with experience in carrying out research activities in the field of psychology and more specifically in the field of work and organizational psychology. Among the goals of the program are the formation of skills for social and professional adaptability in the conditions of the constantly developing civil society; building skills for successful cooperation, both regionally and nationally, and internationally; building a wide range of knowledge about frontier scientific areas and skillful interaction with them; achieving excellent language training and competence in the chosen foreign language, in connection with its use in the doctoral student's professional activity, etc.

3. GENERAL QUALIFICATION AND SPECIALIZATION OF THE PROGRAM

Within the framework of the training and from the point of view of the general qualification provided by the program, doctoral students acquire systematic knowledge and practical skills for in-depth and multi-layered research of issues in the field of psychology. Specialized training enables them to gain extensive knowledge, solid research skills, including critical and analytical thinking, a comprehensive understanding of the diversity in the application of the principles of work and organizational psychology in the study of human behavior in a work environment.

4. KNOWLEDGE, SKILLS AND COMPETENCES ACQUIRED ACCORDING TO THE NATIONAL QUALIFICATIONS FRAMEWORK

4.1 Knowledge (theoretical and/or factual)

Students studying in the doctoral program in "Occupational and Organizational Psychology" are expected to acquire the following theoretical and factual knowledge:

- Specialized and systematized knowledge necessary to carry out critical analysis, synthesis and comparison of the main theoretical statements and new ideas;
- Knowledge related to the mastery and free handling of research methods used in work and organizational psychology;
- Knowledge related to the conduct of original scientific research both in the field and in border scientific areas, etc.

4.2. Skills (cognitive and/or practical)

Those studying in the doctoral program in "Occupational and Organizational Psychology" will acquire the following cognitive and practical skills:

- skills in creating and leading networks or teams;
- skills for organizing and managing time and human resources;
- skills for solving complex psychological problems through new technological methods and tools;
- skills in finding and retrieving, arranging, synthesizing and evaluating the necessary information from various sources;
- skills to solve and overcome critical problems in the field of organizational consulting and diagnostics, in the field of research and/or innovations, to improve standard

models and approaches, to develop innovative solutions by combining different original strategies and technologies;

- skills to analyze and defend these in a reasoned and evidence-based manner;
- skills to analytically and critically evaluate own results related to establishing certain regularities in the study of mental phenomena.

4.3. Independence and responsibility

Those studying in the doctoral program in "Occupational and Organizational Psychology" will acquire the following competencies:

- interpreting new psychological knowledge through own research or other scientific activity;
- through the acquired new knowledge, demonstrate skills to expand the scope of the previously known scientific field and assess the need for up-to-date publications;
- ability to self-assess the achievements of research work, abilities to compose, design, implement and adapt a modern research process.

4.4. Competence to learn

- to demonstrate a capacity for systematic acquisition and understanding of knowledge from the latest scientific achievements in the field of work and organizational psychology or from the field of professional practice.

4.5. Communicative and social competences

- formation of qualities and transferable skills requiring high personal responsibility, independent initiative in complex and unpredictable situations, to demonstrate general abilities to conceptualize, design and implement projects to generate new knowledge, apply or understand the most modern achievements in the field of labor and organizational psychology and to communicate fully in some of the most common European languages.

4.6. Professional competences

- detailed understanding and skills in applying the techniques used in scientific research;
- make informed judgments and diagnoses in relation to complex issues in the field of occupational and organizational psychology;
- present their ideas and theses clearly, convincingly and effectively to specialists, experts and non-specialists;
- ability to further develop and continue research in the field of psychology by contributing to the development of new techniques, ideas or approaches.

5. AREAS OF PROFESSIONAL REALIZATION

Training in the doctoral program in Occupational and Organizational Psychology provides doctoral students with both fundamental theoretical-methodological knowledge and important, highly oriented professional skills and competencies for applied-practical work in the field of occupational and organizational psychology. This provides them with various career opportunities in research and educational institutions in the public and private sectors. In addition to the opportunities for realization of those who have obtained the ESG's "Doctor" in "Occupational and Organizational Psychology" as researchers and teachers in the field of higher education, they can also be realized professionally as highly qualified labor and organizational psychologists; organizational consultants; experts in organizational development, and human resource management, as well as they can occupy managerial positions in all organizations from the public and private sectors.

CURRICULUM STRUCTURE

no	NAME OF THE ACTIVITIES	Form of preparation and implementation			Form of recognition
		CREDITS	CHORARIUM	lectures, seminars, laboratory exercises, self-study, consultations, participation, other	exam, current assessment, interview, certificate, report, protocol, certification, other
I.	EDUCATIONAL ACTIVITY				
1.	Occupational and organizational psychology	7	2100	15 / 30 (45 /105)	exam
2.	Research Methods in Occupational and Organizational Psychology	6	180	15 / 30 (45 /105)	exam
3.	Introduction to research and academic work	5	150	15 l/ 30 (45 /105)	exam
4.	Project preparation and management	3	90	30 / 120	exam
5.	English	4	120	30, 45 (75 / 75)	exam
6.	Optional discipline 1	5	150	15 / 30 (45 /105)	exam
7.	Optional discipline 2	5	150	15 / 30 (45 /105)	exam
	TOTAL:	30	1500		
II.	RESEARCH ACTIVITY				
1.	Preparatory activities for the dissertation. Development of a research concept – clarification of the substantive, theoretical and methodological foundations of the research.	10	30 0	independent training,	interview, presentation of the concept
2.	Literature research and referencing.	10	300	independent training,	interview, presentation of a separate part of the bibliography
3.	Preparation of a list/selection of upcoming national and international scientific forums with a thematic orientation suitable for the participation of the doctoral student.	2	60	independent training,	report
4.	Practical preparation/familiarity with the requirements for writing and presenting/presenting a scientific report.	3	90	independent preparation, consultations	interview
5.	Preparation of a list/selection of suitable scientific journals for publication of articles.	2	60	independent training,	report
6.	Practical preparation/acquaintance with the requirements/methodology for conducting empirical scientific research and writing a scientific article.	3	90	independent preparation, consultations	interview
7.	Writing and presentation of the theoretical part of the dissertation.	20	600	independent preparation, consultations	interview
8.	Discussion and selection of research methods - methodological toolkit for conducting the empirical research, determining the sample, methods for processing the results	15	450	independent preparation, consultations	interview

9.	Translation and adaptation/approbation of methodological tools	5	150	independent preparation	interview
10.	Participation in research projects, financed through the state subsidy for research and artistic activity of the University, and/or under national or international programs	5	150	participation	report
11.	Publication of an article and/or report and/or studies in scientific publications, referenced and indexed in world-renowned databases of scientific information (according to the minimum national requirements for scientific area 3. Social, economic and legal sciences)	20	600	independent preparation	report
12.	Publication of an article and/or report and/or studies in non-refereed peer-reviewed journals or published in edited collective volumes (according to the minimum national requirements for scientific area 3. Social, economic and legal sciences)	10	300	independent preparation	report
13.	Participation with a report/poster in a national or international scientific conference	10	300	participation	certificate
13.	Participation in scientific seminars organized by the department and scientific research centers and laboratories at the FSF	2	60	participation	report
14.	Presentation and discussion of the final results of the research activity on the dissertation work. Formulation of conclusions and recommendations .	20	600	independent preparation	interview
15.	Preparation and presentation of a presentation of the dissertation work	3	90	independent preparation	interview
TOTAL:		125	3600		
III. PEDAGOGICAL ACTIVITY					
1.	Preparation for conducting seminars and practical exercises - familiarization with the curricula and topics for exercises and seminars. Teaching methodology.	2	60	independent preparation	interview
2.	Conducting no less than 30 hours of seminars or practical exercises for the entire period of study. (obligatory only for full-time doctoral students)	3	90	independent preparation	report accepted and completed auditorium occupancy
3.	Preparation of thesis reviews	3	90	independent preparation	report
4.	Checking written works	2	60	independent preparation	report
5.	Consultations of students	2	60	independent preparation	report
6.	Participation in the preparation of study and exam materials - presentations, tests, case studies, role-playing games, etc.	3	90	participation	report
TOTAL:		15	600		
IV. OTHERS					
1.	Participation in meetings of faculty * and/or department council (* Only for doctoral students who are members of the faculty council of the Philosophy Faculty)	1	30	participation	protocol
2.	Participation in departmental, faculty or university committees. (including committees regulated by the Higher Education Institution and the internal regulations of the Neofit Rilski University of Applied Sciences, committees appointed by the head of the department for the preparation of documents for accreditation and post-accreditation control, etc.)	3	90	participation	protocol, commission appointment order
3.	Participation in the organization and preparation of departmental initiatives - conferences, round tables, seminars,	3	90	participation	report

	celebrations, etc.				
4.	Participation in the various stages of the organized by university candidate student campaign.	2	60	participation	an order
5.	Quaestor	2	60	participation	an order
6.	Membership and participation in departmental and faculty center activities and laboratories (<i>organizational and administrative activities</i>)	2	60	participation	report
	TOTAL:	10	300		
	TOTAL (for the entire duration of the training) :	180	5400		
ELECTIVE DISCIPLINES					
1.	Power and influence strategies in the organization	5	150	15 / 30 (15 /105)	exam
2.	Organizational development and consulting	5	150	15 / 30 (45 /105)	exam
3.	Organizational diagnostics	5	150	15 / 30 (45 /105)	exam
4.	Organizational Behavior and Leadership	5	150	15 1 / 30 (4 /105)	exam
5.	Cultures and Organizations	5	150	15 / 30 (45 /105)	exam
6.	Work ethics	5	150	15 / 30 (45 /105)	exam
7.	Health at work - psychological aspects	5	150	15 / 30 (45 /105)	exam
8.	Evaluation and development of human resources	5	150	15 / 30 (45 /105)	exam

ANNOTATIONS OF COURSES

COMPULSORY COURSES

OCCUPATIONAL AND ORGANIZATIONAL PSYCHOLOGY

ECTS credits: 7

Hours: 15 lectures + 30 seminars

Assessment: exam

Type of exam: written

Methodical guide:

Department of Psychology

Faculty of Philosophy

Lecturer: Assoc. Prof. Bilyana Yordanova, Ph.D., Department of Psychology

Email: b_iordanova@swu.bg

Annotation:

The purpose of this course is to introduce doctoral students to some of the most prominent topics and theories in work and organizational psychology and to introduce them to the field of work and organizational psychology research. The course covers a wide range of topics such as motivation, leadership, communication, groups, teamwork and occupational stress. The emphasis is on the interaction between organizations and the people who work in

or with them in order to increase their effectiveness. The points of contact of social and organizational psychology are brought out, emphasizing the social-psychological processes in labor and civil organizations. Another distinctive feature of the course is the study and understanding of organizational processes from different perspectives - at individual, group and organizational levels.

Content of the course:

The course includes basic concepts and theories in the field of work and organizational psychology. Major topics and issues in the field of organizational psychology related to organizational structure and culture, power and influence, leadership, and various approaches to their study and understanding are covered. Emphasis is also placed on group processes at the workplace - communication, teamwork, conflicts, the basic concepts, theories and methods of work and organizational psychology, the essence, goals and mechanisms for the functioning of the various units of an institutional nature and the functional capabilities of the "organization" and "the management"; to derive the conditionality between individual and group work behavior.

Teaching and assessment method:

The program envisages preparation of the doctoral student on all the mentioned topics within 45 hours of lectures and seminar exercises. Independent work is developed and an exam is held on the topics in the outline.

RESEARCH METHODS IN OCCUPATIONAL AND ORGANIZATIONAL PSYCHOLOGY

ECTS credits: 6

Assessment: exam

Methodical guide:

Department of Psychology

Faculty of Philosophy

Lecturer: Prof. Stanislava Stoyanova, Ph.D., Department of Psychology

Email: avka@swu.bg

Hours: 15 lectures + 30 seminars

Type of exam: written

Annotation:

The course "Research Methods in Occupational and Organizational Psychology" is studied during the second semester as a compulsory subject of the PhD curriculum of Work and Organizational Psychology. The workload is 15 academic hours lectures, 30 seminars, 135 hours extra-curriculum activity and 5 credits.

Content of the course:

The course in "Research Methods in Occupational and Organizational Psychology" includes the following modules of content: 1) aim, objectives, hypotheses, research questions; 2) research organization, procedure, ethical issues; 3) sample; 4) data collection methods, instruments; 5) experimental designs; 6) data analysis methods.

The goals of the course "Research Methods in Occupational and Organizational Psychology" are: doctoral students to improve their skills in organizing and conducting scientific research in the field of Educational and Developmental Psychology; doctoral students to know and apply the methods of collecting, processing, analyzing, visualizing and interpreting data in accordance with the objectives and research questions; PhD students to have skills in data entry into statistical software and statistical analysis of data using statistical software for hypothesis testing; PhD students to have skills in preparing a research report and presentation of scientific research.

The lectures are held by means of the use of contemporary technical equipment as multimedia, software, models, and interactive methods. Seminars are held in laboratories.

The PhD students' extra-curriculum activity represents preparation and presentation of scientific research; conducting psychological studies; testing; summarizing of articles and book chapters; essays on the topic of PhD thesis; analysis of cases.

Teaching and assessment method:

Assessment of the PhD students' results is done according to the ECTS. The final grade for the course is formed at the end of the course on the basis of the assessment of a written essay on some topics from the course content, as well as on the basis of the assessment of the PhD student's independent (extra-curricular) work.

Final grade calculation is done by using a 6-point rating scale: the rating 6 equals level A on ECTS; the rating 5 equals level B on ECTS; the rating 4 equals level C on ECTS; the rating 3 equals level D on ECTS; the rating 2 equals level E on ECTS.

INTRODUCTION TO RESEARCH AND ACADEMIC WORK

ECTS credits: 5

Assessment: exam

Methodical guide:

Department of Psychology

Faculty of Philosophy

Lecturer: Assoc. Prof. Natasha Angelova, PhD, Department of Psychology

Email: natasha_v@swu.bg

Hours: 15 lectures + 30 seminars

Type of exam: written

Annotation:

The course "Introduction to research and academic work" allows doctoral students to become familiar with the theory and practice of organizing research activity in the educational process and in academic activities; introduces them to the basic methods of knowledge and forms key competences in them. The competence approach includes formation of intellectual and research culture of doctoral students, creation of conditions for self-determination and self-realization of the potential of young scientists in the learning process.

Content of the course:

Theoretical and empirical research methods. Induction and deduction. Analysis and synthesis. Comparative analysis. Rules for conducting comparative analysis. Synectics. Method of analogies: types of analogies direct analogy, personal, symbolic. Fundamentals of modeling: mathematical and technical modeling. Static and dynamic models. Graphical methods: types of graphics, methods and rules of use. Diagrams and their types. Method of expert evaluations. Organization and implementation of the method of expert evaluations. Content Analysis; Types of measuring scales; Main types of research work: summary, article, report, studies, dissertation, monograph, review. Content components of each type of scientific work, content requirements and evaluation criteria.

Teaching and assessment method:

The program envisages preparation of the doctoral student on all the mentioned topics within 45 hours of lectures and seminar exercises. Independent work is developed and an exam is held on the topics in the outline.

ELECTIVE COURSES

POWER AND STRATEGIES FOR INFLUENCE IN THE ORGANIZATION

ECTS credits: 5

Assessment: exam

Methodical guide:

Department of Psychology

Faculty of Philosophy

Lecturer: Assoc. Prof. Bilyana Yordanova, Ph.D., Department of Psychology

Email: b_iordanova@swu.bg

Hours: 15 lectures + 30 seminars

Type of exam: written

Annotation:

The course aims to introduce to PhD students the idea that subject might effectively influence the behavior of the object in the organization, if there are the necessary means. Among the most famous of them is power, as a tool for directing the actions of the object in the direction desired by the subject. Thus, power is a means of influence in the implementation of interpersonal relations in the organization, on an individual or group level. Power, as a means of a dominant attitude of the subject in the management process, is an interesting phenomenon from a psychological point of view, because the pursuit of it is purposeful and is a turning point in the management of the organization, which may have lasting consequences for its future development.

Content of the course:

Nature and objectives of the discipline. Definitions of power and influence in organizations. Interests in acquiring power and motivation for its use. Types and forms of power in management. Formal authority of the manager. The informal power of the manager. Linear power. Operational authority. Functional power. Power of Rewards. Power of coercion. Legitimate authority. Expert authority. Reference authority. Information power. Power of influence. Personal Profile Power (Charisma). Power through positive reinforcement. Conditional power. Power of violence. Power of money and wealth. Power of mind and knowledge. Rational power. Irrational power.

Teaching and assessment method:

The program envisages preparation of the doctoral student on all the mentioned topics within 45 hours of lectures and seminar exercises. Independent work is developed and an exam is held on the topics in the outline.

ORGANIZATIONAL DEVELOPMENT AND CONSULTING

ECTS credits: 5

Assessment: exam

Methodical guide:

Department of Psychology

Faculty of Philosophy

Lecturer: Assoc. Prof. Natasha Angelova, Ph.D., Department of Psychology

Email: natasha_v@swu.bg

Hours: 15 lectures + 30 seminars

Type of exam: written

Annotation:

The course on Organizational Development and Consulting deals with the issue of management, scope and types of consulting services. Organizational development is a set of strategies for making changes in beliefs, ways of thinking, values and structures in organizations in order to optimally adapt them to new technologies, markets and threats from the external environment. To achieve better results in these areas, from the management of

the organizations needs to pay attention to the skills and capabilities of the staff, to identify and reduce to a minimum the circumstances that hinder the development of the staff. This relates to the problem of the organizational aspects of counselling; consulting as a profession; the ethical norms that are observed in the counseling process; the analysis and evaluation of the quality of the organizational consulting service, etc. Particular attention is paid to the current state and development of organizations and consulting activities worldwide, Europe and Bulgaria.

Content of the course:

Scientific foundations and nature of organizational development. Organizational Development Techniques. Organizational development based on shared management responsibility. Innovation management and creative approach, tools for organizational development. Nature and specific features of consulting work. Peculiarities and importance of organizational consulting. Nature, stages and types of business consulting services and the place of the business consulting activity;

Teaching and assessment method:

The program envisages preparation of the doctoral student on all the mentioned topics within 45 hours of lectures and seminar exercises . Independent work is developed and an exam is held on the topics in the outline.

ORGANIZATIONAL DIAGNOSTICS

ECTS credits: 5

Hours: 15 lectures + 30 seminars

Assessment: exam

Type of exam: written

Methodical guide:

Department of Psychology

Faculty of Philosophy

Lecturer: Assoc. Prof. Bilyana Yordanova, Ph.D., Department of Psychology

Email: b_iordanova@swu.bg

Annotation:

The discipline "Organizational diagnostics" includes a module covering both the scientific and practical aspects of the psychologist's psychodiagnostic activity in a work and organizational context. Each organizational unit has a complex and dynamic structure, regardless of the nature and way of carrying out the activity in its various continuously interacting hierarchical levels and groups. Therefore, here the goals are aimed at: clarifying the methodological problems of practical psychodiagnostics; clarification of the methods for psychological diagnosis of the professional - suitability of candidates for various professions; preparation of profesiograms and psychograms; formation of skills in doctoral students to perform a professional psychodiagnostic procedure.

Content of the course:

Essence of organizational diagnostics. Diagnostics and methods of the macroenvironment. Diagnostics of the industrial sphere and the strategic group of organizations. Methods for diagnosing the professional sphere and job characteristics. Diagnostics of the organization's microenvironment. Entities in the microenvironment and relationships with them. Diagnostics of the organization. Organizational history. Goals and strategies. Organizational boundary. Organizational resources. Organizational device. Analysis of the potential favorable and unfavorable impacts on the organization in its environment. Recognition and formulation of strategic issues and analysis of critical factors for organizational success.

Teaching and assessment method:

The program envisages preparation of the doctoral student on all the mentioned topics within 45 hours of lectures and seminar exercises . Independent work is developed and an exam is held on the topics in the outline.

ORGANIZATIONAL BEHAVIOR AND LEADERSHIP

ECTS credits: 5

Assessment: exam

Methodical guide:

Department of Psychology

Faculty of Philosophy

Lecturer: Assoc. Prof. Bilyana Yordanova, Ph.D., Department of Psychology

Email: b_iordanova@swu.bg

Hours: 15 lectures + 30 seminars

Type of exam: written

Annotation:

The course on Organizational Behavior and Leadership introduces doctoral students to basic approaches and concepts of human behavior in an organizational context and introduces the logic of organizational psychology to the socio-psychological aspects of organizational behavior. The discipline has input links to human resource management, organizational theories and models of behavior, organizational development and issues related to leadership and leadership management styles. One of the factors that are key to the success and development of the organization is the leader. Of course, the role of employees is no less important, since without them the existence of the organization is unthinkable, but without the leader, the skills and potential of employees will not be properly directed and used to achieve the set goals and increase organizational effectiveness.

Content of the course:

Nature of organizational behavior. Key stages in the development of views of the organization. Contemporary ideas. Management tasks as a function of the approach to the organization. The person in the organization. Communication. The solutions. Organizational behavior in a cultural context. Organizational change and organizational development. Leadership. Concept of leadership and leadership style. Defining leadership. Defining the concept of "leadership style". Distinguish between the concepts of "leadership" and "management". Universal theories of leadership. Behavioral theories of leadership. Situational theories of leadership. Additional perspectives on leadership. Moral-ethical dimensions of transformational and transactional leadership styles.

Teaching and assessment method:

The program envisages preparation of the doctoral student on all the mentioned topics within 45 hours of lectures and seminar exercises . Independent work is developed and an exam is held on the topics in the outline.

CULTURES AND ORGANIZATIONS

ECTS credits: 5

Assessment: exam

Methodical guide:

Department of Psychology

Faculty of Philosophy

Lecturer: Prof. Stanislava Stoyanova, Ph.D., Department of Psychology

Email: avka@swu.bg

Hours: 15 lectures + 30 seminars

Type of exam: written

Annotation:

The course on the discipline "Cultures and Organizations" focuses on the organizational or company culture. In their behavior, people in an organization are guided by a kind of reasoning, most often based on perceived as indisputable truths, which they arrive at from their experience gained in the process of working in a given company. Organizational culture includes values, expectations and practices that guide and inform the actions of all team members.

Content of the course:

Organizational culture - essence and types of organizational culture. Main elements and functions of organizational culture. Company policy and company culture. Characteristics of the company environment. Hierarchy of company values. Techniques for cultural changes in the organization, management of company culture through the tools of human resources management. Innovation orientation of the company culture.

The lectures are held by means of the use of contemporary technical equipment as multimedia, software, models, and interactive methods. Seminars are held in laboratories.

The PhD students' extra-curriculum activity represents preparation and presentation of scientific research; conducting psychological studies; testing; summarizing of articles and book chapters; essays on the topic of PhD thesis; analysis of cases.

Teaching and assessment method:

Assessment of the PhD students' results is done according to the ECTS. The final grade for the course is formed at the end of the course on the basis of the assessment of a written essay on some topics from the course content, as well as on the basis of the assessment of the PhD student's independent (extra-curricular) work.

Final grade calculation is done by using a 6-point rating scale: the rating 6 equals level A on ECTS; the rating 5 equals level B on ECTS; the rating 4 equals level C on ECTS; the rating 3 equals level D on ECTS; the rating 2 equals level E on ECTS.

PROFESSIONAL ETHICS

ECTS credits: 5**Assessment:** exam**Methodical guide:****Department of Psychology**

Faculty of Philosophy

Lecturer: Assoc. Prof. Stoil Mavrodiev, DSc, Department of PsychologyEmail: stoil_m@swu.bg**Hours:** 15 lectures + 30 seminars**Type of exam:** written**Annotation:**

The course examines the historical emergence and development of work ethics as a concept and a scientific discipline. The studies and theoretical views of world specialists in labor and professional ethics and their applicability to modern conditions are presented. The essence and application of professional and institutional ethical codes of labor activity, as well as the problems of organizational culture, ethics and etiquette in business and labor relations are commented. Emphasis is placed on the practical orientation and complex nature of work ethics, presented in its multiple aspects in the workplace.

Content of the course:

Prerequisites for the emergence of work ethics. Labor ethics as a scientific discipline - essence, goals, basic concepts and approaches. Problems of the development of work ethics. Levels of ethical theories and stakeholder theory. Ethical behavior towards various stakeholders in the labor process; Ethical standards in labor relations - essence and types.

Ethical principles in work - necessity and types; Application of ethical principles in managerial practice; Factors for ethical behavior in work organizations and management of ethical behavior. Work ethics and organizational culture. Cultural identity, ethics and etiquette. Ethical problems of modern labor and business relations.

Teaching and assessment method:

The program envisages preparation of the doctoral student on all the mentioned topics within 45 hours of lectures and seminar exercises . Independent work is developed and an exam is held on the topics in the outline.

WORKPLACE HEALTH - PSYCHOLOGICAL ASPECTS

ECTS credits: 5

Hours: 15 lectures + 30 seminars

Assessment: exam

Type of exam: written

Methodical guide:

Department of Psychology

Faculty of Philosophy

Lecturer: Assoc. Prof. Teodor Gergov, Ph.D., Department of Psychology

Email: teodor@swu.bg

Annotation:

The course includes topics related to the conditions and factors that affect or may affect the health and safety of all employees, workers and others in the workplace. Emphasizes the role of systematic inquiry into efforts to determine what causes stress, injury, or harm. Whether the hazards can be eliminated and, if not, what preventive or protective measures should be taken to control the risk. Guidelines for promoting the mental well-being of workers and tactics for preventing harm to a worker's mental health, including those caused through negligence, recklessness or in an intentional manner, are commented on. The interaction between the nature of the work, the organization and management of the work process and other environmental and organizational factors, as well as the competencies and needs of employees, are considered.

Content of the course:

Mental Health and Wellbeing in the Workplace; Risks to mental health and well-being; Mental health risk assessment methodology; Types of interventions and their effectiveness; Mental health impacts in the workplace; Major psychosocial hazards in the workplace; Relationships between physical and mental health; Managing mental health in the workplace; Health and safety policy at work; Workplace Health Promotion Policy; Rehabilitation and Return to Work Policy.

Teaching and assessment method:

The program envisages preparation of the doctoral student on all the mentioned topics within 45 hours of lectures and seminar exercises . Independent work is developed and an exam is held on the topics in the outline.

EVALUATION AND DEVELOPMENT OF HUMAN RESOURCES

ECTS credits: 5

Hours: 15 lectures + 30 seminars

Assessment: exam

Type of exam: written

Methodical guide:

Department of Psychology

Faculty of Philosophy

Lecturer: Assoc. Prof. Bilyana Yordanova, Ph.D., Department of Psychology

Email: b_iordanova@swu.bg

Annotation:

The Human Resources Assessment and Development course, thematically, covers the main ideas and principles of management brought forth by the representatives of the different schools and directions of management and differences in the conceptions of personnel and human resources management. The models for HRM, their essential characteristics and components, as well as the main problems of building the human resources management system are commented on. Emphasis is on forecasting and planning of human resources, recruitment, selection and induction of personnel in the organization - importance, stages and techniques. Last but not least, the course also introduces doctoral students to the training and development of human resources, through basic concepts, programs and techniques. Learning and career management styles are derived as essence, aspects and stages. Training in the discipline aims to show the role and place of human resource management in the context of the general process of managing organizations, in the conditions of dynamic socio-economic and psychological changes.

Content of the course:

Emergence, development of basic ideas and principles of human resources management. Nature and main characteristics of human resources and their management. Human resources management system - essential characteristic; range of components; main problems of building the human resources management system. Analysis and design of work in the organization - common features and differences. Basic concepts and techniques of job analysis. Human resources forecasting and planning. Recruitment, selection and induction of human resources. Evaluating the work performance of human resources. Training and development of human resources - basic concepts, programs and techniques. Learning styles. Compensation Management . Motivating human resources. Motivational techniques and motivational profile of the organization.

Teaching and assessment method:

The program envisages preparation of the doctoral student on all the mentioned topics within 45 hours of lectures and seminar exercises . Independent work is developed and an exam is held on the topics in the outline.