

**Murray State University**  
**COURSE SYLLABUS**

**DEPARTMENT: EDUCATIONAL STUDIES, LEADERSHIP AND COUNSELING**

**COURSE NUMBER: HDL 675-01**

**CREDIT HOURS: 3**

**I. TITLE:** Assessment of Human Potential

**II. COURSE DESCRIPTION and Prerequisite(s):** This course focuses on the understanding and utilization of assessments related to personal and professional growth and development. Understanding personal and professional growth potential enhances success in life and work. Utilization of assessments will contribute to this understanding for personal and professional growth and development. The course is designed to provide the theoretical and practical applications of validity, reliability, and ethical issues in testing, measurement, and assessment. Students will develop the skills required to administer and interpret some level B personality, interests, and other assessments used in business and industry. **Note:** training in this field does not equate to licensure in a mental health field.  
Prerequisites: Admission to graduate studies at Murray State University and graduate standing.

**III. COURSE OBJECTIVES:**

Students will be able:

- A. To identify personal and professional areas for growth potential
- B. To understand the role of assessments for reaching personal and professional growth and development potential
- C. To learn the theoretical and practical underpinnings of assessments such as validity, reliability, and ethical issues
- D. To explore the selection, administration, and interpretation of various assessments designed for personal and professional growth and potential
- E. To propose, implement and conclude an action learning plan designed for practical application of assessments
- F. To become experientially involved in online discussions regarding practical utilization of assessments in the professional arena
- G. To research application possibilities of utilization of assessments
- H. To administer and interpret commonly used assessments for personal and professional growth and development
- I. To assess their own growth and development both personally and professional
- J. To utilize Critical Thinking skills in decision making and Action Learning Planning
- K. To develop an Action Learning plan for application of knowledge for present and future professional endeavors

**IV. COURSE OUTLINE:**

- A. Overview of the course; identify personal and professional areas for growth potential
- B. Understanding assessments; theory, validity, reliability
- C. Explore selection, administration, and interpretation of various assessments including the Golden Personality Type, Myers-Briggs Type Indicator, Workplace Personality Inventory, Strong Interest Inventory, Campbell Interests and Skills Survey, Career Interest Inventory, and the Watson-Glaser Critical Thinking Appraisal.
- D. Research related to ethical and legal issues in utilization of assessments
- E. Selection of and discussion related to proposal, implementation, and execution of action learning project related to assessments
- F. Utilize Critical Thinking Concepts & Tools booklet
- G. Application of assessments to identified personal and professional areas for growth in career settings such as human resource management, sales, management, health care, or financial

institutions; emphasis will be on communication, team development, leadership development, organizational strengths, decision making, and career development.

- H. Utilizing assessment information
- I. Exploration of personal credibility for growth potential
- J. Growth: Face the truth and begin anew
- K. Application of Seven Steps for personal and professional growth
- L. Development of Action Learning Plan

**V. INSTRUCTIONAL ACTIVITIES:**

This is a web class so readings, articles, activities, small group discussions/journals as well as self assessments will be utilized.

- VI. FIELD, CLINICAL, AND/OR LABORATORY EXPERIENCES:** Online assessment training is required. Students will interview a professional working in their current/future career field about the utilization of assessments.

**VII. TEXT AND RESOURCES:**

Readings, professional article links, and related information will be posted on Blackboard. No text is required.

**VIII. EVALUATION AND GRADING PROCEDURES:**

Evaluation and grade will be determined by assignments, tests and projects based on text, supplementary readings in professional journals, lectures, presentations, group activities, journals or class discussion. Students will complete an online assessment training activity. A project paper will be developed to apply the information to a current/future career setting.

**IX. ATTENDANCE POLICY:**

*Students are expected to adhere to the MSU Attendance Policy outlined in the current MSU Bulletins.*

This course adheres to the policy published in the MSU Graduate Bulletin. Students are expected to participate in all aspects of the class during the designated time frame (see the course schedule for due dates).

**X. ACADEMIC HONESTY POLICY:**

Murray State University takes seriously its moral and educational obligation to maintain high standards of academic honesty and ethical behavior. Instructors are expected to evaluate students' academic achievements accurately, as well as ascertain that work submitted by students is authentic and the result of their own efforts, and consistent with established academic standards. Students are obligated to respect and abide by the basic standards of personal and professional integrity.

**Violations of Academic Honesty include:**

**Cheating** - Intentionally using or attempting to use unauthorized information such as books, notes, study aids, or other electronic, online, or digital devices in any academic exercise; as well as unauthorized communication of information by any means to or from others during any academic exercise.

**Fabrication and Falsification** - Intentional alteration or invention of any information or citation in an academic exercise. Falsification involves changing information whereas fabrication involves inventing or counterfeiting information.

**Multiple Submission** - The submission of substantial portions of the same academic work, including oral reports, for credit more than once without authorization from the instructor.

**Plagiarism** - Intentionally or knowingly representing the words, ideas, creative work, or data of someone else as one's own in any academic exercise, without due and proper acknowledgement.

Instructors should outline their expectations that may go beyond the scope of this policy at the beginning of each course and identify such expectations and restrictions in the course syllabus. When an instructor receives evidence, either directly or indirectly, of academic dishonesty, he or she should investigate the instance. The faculty member should then take appropriate disciplinary action.

Disciplinary action may include, but is not limited to the following:

- 1) Requiring the student(s) to repeat the exercise or do additional related exercise(s).
- 2) Lowering the grade or failing the student(s) on the particular exercise(s) involved.
- 3) Lowering the grade or failing the student(s) in the course.

**If the disciplinary action results in the awarding of a grade of E in the course, the student(s) may not drop the course.**

Faculty reserve the right to invalidate any exercise or other evaluative measures if substantial evidence exists that the integrity of the exercise has been compromised. Faculty also reserve the right to document in the course syllabi further academic honesty policy elements related to the individual disciplines.

A student may appeal the decision of the faculty member with the department chair in writing within five working days. Note: If, at any point in this process, the student alleges that actions have taken place that may be in violation of the Murray State University Non-Discrimination Statement, this process must be suspended and the matter be directed to the Office of Equal Opportunity. Any appeal will be forwarded to the appropriate university committee as determined by the Provost.

#### **XI. NON-DISCRIMINATION POLICY STATEMENT:**

Murray State University endorses the intent of all federal and state laws created to prohibit discrimination. Murray State University does not discriminate on the basis of race, color, national origin, gender, sexual orientation, religion, age, veteran status, or disability in employment, admissions, or the provision of services and provides, upon request, reasonable accommodation including auxiliary aids and services necessary to afford individuals with disabilities equal access to participate in all programs and activities. For more information, contact the Director of Equal Opportunity, 103 Wells Hall. 270-809-3155 (voice), 270-809-3361 (TDD).