1. SUBJECT OVERVIEW, PURPOSE AND OBJECTIVES

OVERVIEW AND APPROACH TO LEARNING:

The course is designed to provide an introduction to the study of industry and labour using sociological perspectives. Because it is assumed that you have not studied sociology before, there is an introduction to sociological concepts as applied to industrial capitalist societies. The rest of the course is devoted to the sociological study of work and society. The course is pitched at a general level of analysis rather than concentrating on Australia, although Australian materials and examples are used where relevant.

PURPOSE:

*Social Organisation of Work* is an option for those studying for an Industrial Relations major in a Bachelor of Commerce or Bachelor of Arts degree, or a major in Human Resource Management in those degrees. The subject’s primary purpose is to provide a multi-disciplinary introduction to the study of the workplace in society.

OBJECTIVES:

Successful completion of this course should enable students to:

- examine the interaction between paid work and the broader social structure in which it is situated, and to provide an understanding of the dominant theories, concepts and debates on the social aspects of work;
- set the social organisation of work in its historical context
- develop a faculty for critical analysis of theories, models, and paradigms in the social sciences;
- deepen their understanding of employment relations and work processes within their own workplaces and organisations and enhance their capacity to influence these phenomena;
- develop research, writing and speaking skills necessary for further study

SUBJECT PREREQUISITES: IROB1701 or IROB1702 or IROB1712

2. SUBJECT ADMINISTRATION AND STUDENT RESOURCES

LECTURES AND TUTORIALS

Students are expected to attend two one-hour lectures and one tutorial per week:
Lectures
Mon 11am-12pm CLB 3 Tutorials
Mon 2-3pm QUAD 1048
Wed 11am-12pm CLB 1 Mon 3-4pm QUAD 1046
Wed 12-1pm JG LG23

Consultation Hours: Mon 4-5pm, Wed 5-6pm (other times by arrangement).

Students will be allocated to tutorial groups during Week 1. **NOTE: This is not a distance-learning subject.**Whilst the lecturer welcomes phone (and, to a lesser extent, e-mail) inquiries about specific issues and problems, students requiring detailed advice on essay preparation should consult the lecturer in person rather than by e-mail or telephone.

REFERENCES IN LIBRARY OPEN RESERVE:

To the extent possible under prevailing copyright law, copies of tutorial readings have been placed in the Library Open Reserve. These listings are selective rather than exhaustive. Students will be expected to demonstrate initiative in locating further reading material relevant to the topics that they have chosen to research.

USE OF LIBRARY CATALOGUE AND THE WORLD WIDE WEB:

To identify further readings, particularly for your essay, start by using the references and bibliographies included with the readings listed in this outline.

You should also use the subject, author and key-word search facilities available in the main library computer catalogue, and the e-journal data-bases accessible via the Library Home Page. You can also undertake key-word searches to locate articles on a particular topic across a number of different journals. Useful journals include:

*Work, Employment and Society*
*New Technology, Work and Employment*
*British Journal of Industrial Relations*
*Economic and Labour Relations Review*
*Industrial Relations Journal*
*Industrial and Labor Relations Review*
*Journal of Industrial Relations*
*Labour and Industry*
*Labour History*
3. STUDENT REQUIREMENTS AND ACCOUNTABILITIES

LECTURE PARTICIPATION:

This is a crucial element of the learning process in this subject. Lectures provide students with the conceptual orientation necessary for coming to terms with the themes and issues dealt with in each weekly topic. Lectures are not taped, nor are lecture notes handed out. The ability to make your own notes from a spoken presentation is a useful skill in its own right.

TUTORIAL ATTENDANCE AND PARTICIPATION:

This is mandatory. Students must attend at least 80% of scheduled tutorial classes.

The tutorial is intended as a forum for the exchange of ideas, argument and opinion on the themes and issues canvassed by the subject. Each student is expected to make an informed and considered contribution to discussion and debate. Effective verbal communication skills are basic tools of trade for professional employment and the tutorial experience offers you a useful opportunity to refine these skills in a supportive peer group context. To prepare for effective participation, you must read at least one of the readings for each tutorial.
ASSESSMENT:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Attendance</td>
<td>5%</td>
</tr>
<tr>
<td>Reading reviews (3)</td>
<td>15%</td>
</tr>
<tr>
<td>Book or movie review</td>
<td>10%</td>
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<tr>
<td>Essay</td>
<td>40%</td>
</tr>
<tr>
<td>Examination</td>
<td>30%</td>
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The details of requirements for each of these assessment items are set out below.

**Attendance: 5%**

Students who attend every tutorial will receive 5 marks. Half a mark will be deducted for each missed tutorial unless there is a valid, documented reason for the absence, e.g. illness.

**Reading reviews: 15%**

At the tutorial in week 3, all students should submit a review of approximately 200 words, outlining the main argument of one of the required readings for the week. This review is worth NO MARKS, so the choice of whether or not to do it is entirely up to you. The reviews will be marked and can be collected in week 4, so that you have the opportunity for feedback on any problems, e.g. with referencing, plagiarism, etc, before you start to do the reviews that are worth marks.

In the remainder of the semester (week 5 onwards) students are required to submit a further 3 reviews (200 words each, outlining the main argument) of the required readings. The choice of which weeks you cover is yours. However, do not leave it till week 11 to begin. These reviews are worth 5 marks each. Students **may not** submit more than three of these reviews.

The reviews **must be fully referenced and have a bibliography**, in the same way as a longer essay. However, obviously the bibliography of these mini-essays will only contain one item.

**Book or movie review: 10% (due on Monday 25 August - week 5)**

Students are required to read a novel or view a film which deals centrally with the world of work. Here are a few suggestions:

Michael Ondaatje, *In the Skin of a Lion*
Miklos Harastzi, *A Worker in a Workers’ State*
Elliot Perlman, *Three Dollars*
Emile Zola, *Germinal*
John Steinbeck, *The Grapes of Wrath*
Modern Times
Norma Rae
Matewan
Office Space
Roger and Me
Metropolis

You are welcome to choose another book or film, but you must have the agreement of the lecturer beforehand. Given that students last year wrote their reviews on Erin Brokovich, you may not review this film. Each student must then write an 800 word review of the novel or film chosen. The review should explain how the chosen work illustrates some aspect of the social organisation of work. If you are reviewing a book, references/footnotes relating to the work itself and one other non-Internet source will be sufficient. If you are reviewing a film, reference to at least two non-Internet written sources is required, e.g. Tom Zaniello (1996) Working Stiffs, Union Maids, Reds and Riffraff, Cornell University Press, Ithaca is a useful source. Part of the purpose of this exercise is to give you more practice in writing a clearly structured essay that is correctly referenced before you embark on the major essay.

Essay: 40% (due on Wednesday 22 October – week 12)

Each student will write an essay of 2,500 words. The essay topic will be given out separately in week 3.

Examination: 30%

The exam will be held during the exam period following the end of term. It will require two essays to be written over a two hour period – the topics of the questions (but NOT the exact words) will be given in the lecture in Week 14.

OBLIGATION TO ‘KEEP INFORMED’:

It is the student’s obligation to maintain contact with the lecturer, and to be aware of any notices, advice or materials provided. Every enrolled student has a UNSW e-mail address (zID@student.unsw.edu.au) and the lecturer will from time to time issue individual or whole-class notices using this e-mail system. If you have another email address that you check regularly, it is very simple to have all messages to your UNSW address automatically forwarded to it.

SUBMISSION OF WRITTEN WORK:

Essays are to be submitted either via the School office or directly to the lecturer. No essays are to be put under doors. It is the responsibility of the student to obtain a signed receipt for their essay. If you do not have a receipt, as far as the School is concerned your essay has not been submitted. The receipts are the tear-off slips at the bottom of the School’s essay cover sheet. If you hand your essay in to your lecturer or to the staff of the School office, they will sign, date and tear-off the receipt for you there and then. The only other way to submit your essay is to put it in the School office essay box if the office is closed. If you do this, IT IS YOUR RESPONSIBILITY to come back during office hours and get the receipt. It is in your interests to do this as soon
as possible. Students whose essays cannot be found, and who do not have receipts for them, will be deemed not to have submitted the essay and will not be allowed to submit late copies. No essays will be accepted after other students’ essays have been returned.

**PLAGIARISM:**

You must **WRITE YOUR ESSAY IN YOUR OWN WORDS.** All students should be aware that **PLAGIARISM** (such as the verbatim and unacknowledged use of someone else’s published ideas and argument) is regarded as an act of serious academic misconduct and will be treated accordingly. The systematic **PARAPHRASING** of recommended or other texts is also regarded as a major misdemeanour, even where the texts (mis)used are actually acknowledged in references. Similarly, a dim view will be taken of the ‘**RECYCLING**’ of written material prepared for other subjects. Finally, any student suspected of submitting **‘GHOSTWRITTEN’ WORK** (i.e. text written by a person other than the student) may be required to participate in a viva (i.e. a formal presentation and interview on essay content).

Any plagiarism at all will cause you to lose marks. More than 200 words of plagiarism will attract a **mark of ZERO.** You will **not** be allowed to re-submit the work.

For further guidance on **essay writing/presentation and written communication skills,** students are advised to refer to the following two publications, which are available free of charge to students:

- School of IROB, June 2001, *Essay and Assignment Guide* (available from the IROB School Office (Level 4, Rupert Myers Building, South Wing)).
- Faculty of Commerce and Economics, *Communication Skills Resource Book For First Year Students in the Faculty* (available from the Faculty Students Centre, Ground Floor, John Goodsell Building).

**EXPECTED WORKLOAD OF THE COURSE:**

In addition to attendance at lectures and tutorials, effective tutorial participation, essay completion and examination performance, the course will require the following **MINIMUM time commitment:**

1. Careful reading of one of the asterisked readings for the week – **TO BE DONE EACH WEEK OF SESSION.** Two hundred word reviews of readings to be completed in week 3 and three subsequent weeks.

2. Read a novel or watch a video by week 5, read some related material and write a review of it.

3. Reading and note-taking from **AT LEAST SIX** chapters and articles, using the recommended course references, the weekly reading lists,
and your own research, in preparation for writing the essay. This reading is best done over a period of AT LEAST FOUR WEEKS, leaving time to write the essay.

4. Consolidation of notes and readings in preparation for the examination.

**SUPPORT SERVICES AVAILABLE**

Students experiencing difficulties are strongly advised to consult one or more of the following:

- The *Educational Development Unit* in the Faculty of Commerce (third floor, Quadrangle Building, phone 9385 6163) - free workshops in study skills, language and learning support, assistance with essay writing;

- The *Learning Centre* (in the Library building, phone 9385 3394) – a confidential service providing help with time management, study stress, study skills, essay and assignment writing;

- UNSW *Student Support Services* (2nd Floor, Quad Building, phone 9385 5432) – personal counselling.

Students with disabilities who need assistance with any aspect of the course should feel free to discuss this individually with the lecturer, as well as seeking the assistance of the *Equity and Diversity Unit*. 
# Course synopsis  IROB2704

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<thead>
<tr>
<th>WEEK</th>
<th>LECTURE TOPIC</th>
<th>TUTORIAL TOPIC</th>
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| 1    | 28/7 Introduction/overview of course  
          30/7 Reading and writing | NO TUTORIALS |
| 2    | 4/8 Work and society  
          6/8 Culture and work | Essay writing |
| 3    | 11/8 Work in pre-capitalist societies  
          13/8 Devt of the capitalist labour process | Work and society (<u>200 word reading review due</u>) |
| 4    | 18/8 **READING/VIEWING WEEK**  
          20/8 **NO LECTURES** | NO TUTORIALS – 800 word review due Mon 25/8 |
| 5    | 25/8 Perspectives – Marx, Weber, Durkheim  
          27/8 Braverman and the labour process | Devt of the capitalist labour process |
| 6    | 1/9 Racism  
          3/9 Migrants and the labour market | Braverman and the control imperative |
| 7    | 8/9 The family  
          10/9 Flexibility at work | Immigration, racism and work |
| 8    | 15/9 Conflict and the effort bargain  
          17/9 Trade unionism | Work and family |
| 9    | 22/9 Emotional labour  
          24/9 Marginal jobs | Trade unionism – where does it come from? |
| **MID-SESSION BREAK** | | |
| 10   | 6/10 **PUBLIC HOLIDAY**  
          8/10 **NO LECTURE** | NO TUTORIALS |
| 11   | 13/10 Occupational structure  
          15/10 The “new” working class | Emotional labour and marginal jobs |
| 12   | 20/10 Technology  
          22/10 Skill (**ESSAY DUE**) | The “new” working class |
| 13   | 27/10 Health and disability in the workplace  
          29/10 Justifying the work ethic | Technology and skill |
| 14   | 3/11 Conclusion/review  
          5/11 Exam revision | Health and safety at work |