GG201x: Foundations of Happiness at Work

Course Syllabus

Fall 2018

Instructors

DACHER KELTNER, PH.D.

Founding Faculty Director, Greater Good Science Center, Professor of Psychology and Director of the Berkeley Social Interaction Laboratory, UC Berkeley

EMILIANA SIMON-THOMAS, PH.D.

Science Director, Greater Good Science Center, UC Berkeley

Course Description

Learn why happiness at work matters and how to increase it within yourself, amongst colleagues, and across your organization. This course explains what happiness at work is, why it matters, and how to do it.

From better performance and innovation to higher productivity and career success; from retention of top talent to increased customer loyalty, the science of happiness at work highlights the key advantages linked to workplace happiness. Practically, the course zeroes in on actionable strategies for boosting happiness at work individually, in teams, and organization-wide, and for guarding against common challenges.

Finally, the course teaches techniques for evaluating happiness at work, and discusses strategies from case studies about workplaces that have enjoyed the tangible benefits of making happiness a top priority.

The course instructors are expert faculty from UC Berkeley's [Greater Good Science Center](#), Dacher Keltner, Ph.D., and Emiliana Simon-Thomas, Ph.D., whose earlier edX course, [The Science of Happiness](#), has been a global phenomenon, introducing over a half million students worldwide to the research-based keys to a happy, meaningful life. In this course, they tailor their scientific insights to the needs of the modern workplace.

Key Course Elements

Instructor Lecture Videos (average 7 min)

Guest Videos (average 3 min)

Readings (e.g., articles from [Greater Good](#), peer-reviewed scientific papers, industry reports and articles, or book excerpts; variable length)

Self-Inquiry sections (e.g. surveys and questionnaires)

Learning by Doing sections (e.g. activities, exercises, and practices)

Progress Checks (e.g. assessments of learning course material)

Course-wide Discussion Forums (ungraded)

Pre-/Post-Course Surveys (ungraded)

Grading

There are no prerequisites for GG201x: Foundations of Happiness at Work

To pass the course, students must earn a total grade of at least 60%, based on completion of the following three course elements by the Course End date, 11:59pm UTC (Coordinated Universal Time) on November 30, 2018:

- Self-Inquiry score submissions (full credit for submitting) = 25% of grade
- Learning By Doing ratings (full credit for completing) = 25% of grade
- Progress Checks = 50% of grade

To obtain proof that you have completed the course for professional purposes, you can upgrade to a Verified Certificate of Achievement, or enroll in The Science of Happiness at Work Professional Certificate Series.

Course Contact

Due to the high number of students enrolled, instructors will not be able to reply to individual emails directly. However, you can email questions to happinessatwork@berkeley.edu, and our course instructional team will make every effort to assist you.

Main Learning Objectives

Students who complete this course will be able to:

- Define happiness at work and describe the key pillars of happiness at work.
- Understand the relationship between happiness at work, happiness in general, and metrics of business success.
- Practice research-tested techniques for fostering happiness at work personally, during interactions with colleagues, and amongst the overall culture of workplaces.
- Guard against barriers to happiness at work.

- Apply practical insights from positive, organizational, and social psychology to work, and assess the impact of science-backed activities, initiatives, and policy shifts on enhancing self-understanding, enjoyment, and overall success at work.

Course Outline

Course materials will be posted on edX.org on a weekly basis beginning Tuesday, September 4th, 2018, at 00:01 Coordinated Universal Time (UTC) with Module 1: What is Happiness at Work and Why Does it Matter. Each subsequent module will be posted the following Tuesday, e.g. Module 2 on Sept 11th, Module 3 on Sept 18th, and Module 4 on Sept 25th.

Students should plan on spending 2-4 hours, depending on familiarity with the topic and English language fluency, to completing course materials each week, preferably within the 7 days after each course module has been posted on edX. However, to accommodate varying schedules, all modules of the course will remain open through 11:59pm (UTC) on Friday, November 30, 2018.

All coursework intended to earn credit towards a Verified Certificate must be completed by Course End: 11:59pm (UTC) on November 30th, 2018. Enrollment will be open through November 9, 2018, and Upgrade to Verified will be open through course end.

MODULE 1: WHAT IS HAPPINESS AT WORK AND WHY DOES IT MATTER?

What is Happiness at Work

How Happy are You at Work?

- Self-Inquiry 01

Why Happiness at Work?

Progress Check 01

Key Readings

Leslie, S. G., & Aaker, J. (2010). [Zappos: Happiness in a Box](#).

Gallup, Inc. (2014, September 22). [The Economics of Well-Being](#).

Fisher, C. D. (2010). [Happiness at work](#). *International Journal of Management Reviews*, *12*(4), 384-412. doi:10.1111/j.1468-2370.2009.00270.x

Aaker, J., Leslie, S., & Schifrin D. (2012). [The Business Case for Happiness](#).

MODULE 2: HOW CAN WE INCREASE OUR OWN HAPPINESS AT WORK?

Finding Your Purpose, and Bringing It to Work

- Self-Inquiry 02

Keys to Engagement at Work I

- Self-Inquiry 03

Learning by Doing 01

Keys to Engagement at Work II

- Self-Inquiry 04

Becoming More Resilient at Work

- Self-Inquiry 05

Learning by Doing 02

Progress Check 02

Key Readings

Linkedin and Imperative. (2016). Purpose at work: The largest global study on the role of purpose in the workforce.

Merck KGaA (2016). Be curious: State of curiosity report. Darmstadt, Germany.

Jaret, P. (2015, November 4). Why We Need Mindfulness at Work.

Weiss, L. (2018, March 15). How to bring self-compassion to work with you.

MODULE 3: HOW TO BE HAPPY WITH OTHERS AT WORK

Making Kindness Work at Work

- Self-Inquiry 06

Learning by Doing 03

The Role of Empathy and Compassion at Work

The Grateful Workplace

Learning by Doing 04

Handling Conflict at Work

Progress Check 03

Key Readings

Grant, A. (2013, April 22). 10 ways to get ahead through giving.

Porath, C. L., & Gerbasi, A. (2015). Does civility pay. *Organizational Dynamics*, *44*(4), 281-286.

Gentry, W., Weber, T., & Sadri, G. (2016). Empathy in the workplace: A tool for effective leadership. New York, New York: Center for Creative Leadership.

Eyal, N. & Worline, M. (2017, January 5). What does a compassionate workplace look like?

Newman, K. (2017, September 6). How gratitude can transform your workplace.

Deterline, B. (2016, August 26). The Power of Forgiveness at Work.

MODULE 4: HOW TO CREATE A HAPPY WORKPLACE

Outsmarting the Power Paradox

- Self-Inquiry 07

Organizations with Purpose

Learning by Doing 05

An Engaged Organization

Organizational Resilience

A Culture of Kindness at Work

- Self-Inquiry 08

Make Happiness a Key Metric of Success

Progress Check 04

Summary and Moving Forward

Key Readings:

Keltner, D. (2016, May 17). How to Find Your Power — and Avoid Abusing It.

KPMG: Motivating Employees Through a Deeper Sense of Purpose.

Zak, P. (2018, June 6). How Oxytocin Can Make Your Job More Meaningful.

Knowledge at Wharton, (2018, May 29). Learning from Netflix: How to Build a Culture of Freedom and Responsibility.

Adobe news (2015, January 6). A 15-minute Reset: Project Breathe.

Knowledge at Wharton, (2018, May 17). How Compassion Builds Better Companies.

DISCUSSION FORUM ETIQUETTE

Discussing course-related topics with the course community is core to everyone's learning experience. Please visit (and contribute to) discussion forums regularly, typically at least twice a week. Members of the course instructional team will engage with discussion forums daily. When posting to discussion forums, please consider the diversity of people from all over the world participating in discussions, and try to take an open-minded, courteous, and respectful tone. It is OK to disagree with the viewpoints of other people, but do your best to express yourself in a constructive and polite manner. Also, please honor everyone's time and attention by trying to keep your posts on-topic, not redundant with existing posts, clear, and concise. Finally, advertisements or promotional materials are not typically welcome on edX Discussion Forum threads.

EARN CONTINUING EDUCATION CREDITS

This online course is approved for 10 CE credit hours for psychologists, therapists, social workers, counselors, nurses, HR professionals, and others. To earn CE credit hours, you must register for CE credit through the course's continuing education co-sponsor, R. Cassidy Seminars (RCS), and earning a score of at least 75 percent on a self-test on the R. Cassidy Seminars website that measures your understanding of the course material.

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hours for this course in the Continuing Education section of the Foundations of Happiness at Work page on the Greater Good Science Center website.

Instructor and Staff Bios

COURSE INSTRUCTORS

Dacher Keltner, Ph.D., is a professor of psychology at the University of California, Berkeley, and the founding faculty director of the Greater Good Science Center. Since earning his doctorate from Stanford University, Dacher has devoted his career to studying the nature of human goodness and happiness, conducting ground-breaking research on compassion, awe, laughter, and love.

Dacher is the author of the best-selling books *Born to Be Good* (W.W. Norton, 2009) and *The Power Paradox: How We Gain and Lose Influence* (Penguin Press, 2016), and a co-editor of the anthology *The Compassionate Instinct* (W.W. Norton, 2010), in addition to more than 100 scientific papers and two best-selling textbooks. An outstanding speaker who has earned many research and teaching awards, Dacher has received rave reviews for his "Human Happiness" course at UC Berkeley. His work is featured regularly in major media outlets, including *The New York Times*, CNN, and NPR. In 2008, the *Utne Reader* named him as one of 50 visionaries who are changing our world. What makes Dacher happy is wrestling with his loved ones, yoga, being up close to Iggy Pop, and swimming in cold, salty water.

Emiliana Simon-Thomas, Ph.D., is the science director of the Greater Good Science Center. A neuroscientist who earned her doctorate from UC Berkeley, her research has explored the neurobiological roots of pro-social emotion and behavior, as well as the psychosocial benefits of emotional authenticity and connection. A gifted teacher, Emiliana has presented to the Dalai Lama and audiences worldwide. What makes her happy is meals with friends & family, playing music with people, and boogie boarding at the beach.

Greater Good Science Center

DIRECTOR OF TRAINING, GREATER GOOD SCIENCE CENTER

Eve Ekman, Ph.D., MSW has been leading trainings to address burnout in organizations internationally since 2011. A second-generation emotion researcher she partners with her father, renowned emotion researcher Dr. Paul Ekman on key projects like The Atlas of Emotions, an online visual tool for improving emotional awareness. Eve is celebrated speaker worldwide, a regular practitioner of meditation, yoga, and cold-water surfing, and she brings her enthusiasm of living a rich emotional life into her teaching.

EDITOR IN CHIEF, GREATER GOOD SCIENCE CENTER

Jason Marsh, M.J., is the founding editor-in-chief of the GGSC's award-winning online magazine, *Greater Good*. A graduate of Brown University and the UC Berkeley Graduate School of Journalism, Jason is also a co-editor of two anthologies of Greater Good articles: *The Compassionate Instinct* (WW Norton, 2010) and *Are We Born Racist?* (Beacon Press, 2010). What makes Jason happy is chasing fly balls, playing charades with his daughter, and reading A.O. Scott.

LEAD COURSE ASSISTANT, THE SCIENCE OF HAPPINESS AT WORK

Jessica Lindsey is a 3rd year undergraduate student at UC Berkeley studying cognitive science with a concentration in psychology. She is interested in the research and applications of positive organizational psychology. As a course assistant she has worked on a variety of projects, primarily editing and building course content. What makes Jessie happy is long phones calls with family, creating art, writing songs, and finding four leaf clovers to add to her collection.

SPECIAL THANKS TO

Documentary film-maker [Melanie Ruiz](#).

UC Berkeley [Digital Learning Services](#).