TRAINING AND DEVELOPMENT

III Semester: MBA								
Course Code	**Category**	**Hours / Week**			**Credits**	**Maximum Marks**		
CMBB39	**Skill**	**L**	**T**	**P**	**C**	**CIA**	**SEE**	**Total**
		4	0	-	4	30	70	100
Contact Classes: 45	**Tutorial Classes: 00**	**Practical Classes: Nil**				**Total Classes: 45**		

OBJECTIVES:

The course should enable the students to:

I.   Identify the trends in training needs, career opportunities and integration of organizational development.
II. Apply different methods of on- job training, off -job training and computer based training.
III. Design the principles and procedures for various kinds of training activities.
IV. Understand the major role of training in talent management and competency mapping.

COURSE OUTCOMES(COs):

1. Describe the trends in training, career opportunities in training and important concepts of training.
2. Identify the importance of integrating organizational development, strategy, motivation, performance designing with learning process.
3. Demonstrate the concept of motivation, performance and aligning training design with learning process.
4. Discuss about the conduction of Training Need Analysis (TNA) model, different approaches to Training Need Analysis (TNA) and design.
5. Examine organizational constraints, developing objectives, facilitation of learning, and training transfer to job and analyze the training design theory.
6. Analyze the different types of training matching methods with outcomes, lectures and demonstrations.
7. Create the knowledge in games and simulations on the job training methods and computer based training (CBT).
8. Identify the development of training, implementation and transfer of training.
9. Determine the major players in training and development, rational for evaluation, resistance to training evaluation and types of evaluation.
10. Explain the areas of organizational training like orientation training, diversity training, sexual harassment training and team training.

UNIT-I	TRAINING ORGANIZATIONS	Classes: 09

Trends in training, career opportunities in training, important concepts and meanings, integrating organizational development, strategy and training, understand motivation and performance, aligning, training, design with learning process.

UNIT-II	TRAINING NEED AND ANALYSIS	Classes: 08

The training need analysis (TNA) model, training need analysis and design, organizational constraints, developing objectives, facilitation of learning and training transfer to the job, design theory.

UNIT-III	TRAINING METHODS	Classes: 10

Matching methods without comes, lectures and demonstrations.
Games and simulations, on the job training, computer based training (CBT).

UNIT-IV	IMPLEMENTATION AND EVALUATION OF TRAINING	Classes: 10

Development of training, implementation, transfer of training, major players in training and development, rational for evaluation, resistance to training evaluation, types of evaluation.

UNIT-V	AREAS OF ORGANIZATIONAL TRAINING	Classes: 08

Orientation training, diversity training, sexual harassment training, team training, cross functional teams, cross cultural training, training for talent management and competency mapping.

Text books

1. P.Nick Blanchard, JamesW. Thacker, A.Anand Ram, "Effective Training", Pearson, 4th Edition, 2012.

Reference books

1. Raymond A Noe, Amitabh Deo Kodwani, "Employee Training and Development", McGraw Hill, 2nd Edition, 2012.
2. RolfLynton, UdayPareek, "Training for Development" SAGE Publications, 3rd Edition, 2012.

E-Text Books

http://trainingstation.walkme.com/5-best-employee-training-books/