



M.B.A. Semester III
HUMAN RESOURCE SPECIALISATION
PM03EMBA29: MANAGEMENT OF TRAINING AND DEVELOPMENT

Course Code	PM03EMBA29	Title of the Course	Management of Training and Development
Total Credits of the Course	04	Hours per Week	04

Course Objectives:	<ul style="list-style-type: none">• To provide information about training need analysis.• To study the processes and approaches involved in developing a training programme.• To understand the various processes at each stage of training.• To study the methods to evaluate training effectiveness.
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Course Content: 30 sessions		
Unit	Description	Weightage (%)
1.	Overview of training, role, responsibilities and challenges to training managers. Orientation and Interest areas are identified for training projects with reference to Learning, Motivation & Behavior	25
2.	Needs Analysis, Training Design, ADDIE model.	25
3.	Methods for development, implementation, and evaluation of training programmes. Learning and transfer of training.	25
4.	Key areas of organizational training and employee development, Importance of feedback. Input- Process- Output Model. Use of technology in training programmes.	25

Teaching-Learning Methodology	Lectures, Presentation, Case studies.
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Evaluation Pattern		
Sr. No.	Details of the Evaluation	Weightage
1.	Mid-Semester Examination	30%
2.	Internal Continuous Assessment in the form of Presentations, Quizzes, Seminars, Assignments, Attendance	30%
3.	End Semester Examination	40%



Course Outcomes: Having completed this course, the learner will be able to

1.	Identify the training need analysis for an organization.
2.	Design training programmes and develop alternative methods of instruction.
3.	Effectively implement training programmes in various contexts.
4.	Design feedback systems and evaluate training programme effectiveness.
5.	Enhance employability.

Suggested References:

Sr. No.	References
1.	P. Nick Blanchard and James Tacker, Effective Training: Systems, Strategies And Practices, Pearson education.
2.	Cummings, T. G., & Worley, C. G., Organization development and change. Cengage learning.
3.	Noe, R. A., & Kodwani, A. D. Employee training and development, 7e. McGraw-Hill Education.

Online Resources

www.cpe.rutgers.com

[www.zeotraining.com/ training](http://www.zeotraining.com/training)

[www.managementhelp.com/ training](http://www.managementhelp.com/training)

www.corporateagent.com