

NIRMA UNIVERSITY
Institute of Management
Master of Business Administration (Full Time) Programme/
Integrated Bachelor of Business Administration-Master of Business
Administration Programme /
Master of Business Administration (Family Business & Entrepreneurship)
Programme

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Course Code	MFT5SEHR14 MBM5SEHR14 MFB5SEHR16
Course Title	Training and Development

Course Learning Outcomes (CLO):

At the end of the course, students will be able to:

1. Identify the theoretical frameworks and concepts in Training, Learning & Executive Development.
2. Analyze training needs, designing, delivery and evaluation of training & development.
3. Develop frameworks & practices of executive development interventions and aligning T&D function with business and organization strategies.

Syllabus

Teaching Hours

<p>Unit I: Training & Development- An Introduction</p> <ul style="list-style-type: none"> • Introduction to Training & Development • Strategic Training; Aligning Training to Business Needs And Performance; • Adult Learning Theory -Characteristics of Adult Learners 	05
<p>Unit II : Training Process</p> <ul style="list-style-type: none"> • Training Needs Analysis (TNA),Analysing and interpreting TNA data • Work Environment & Program Design • Setting Training Objectives, Training & Development Proposal • Transfer of Training • Training Evaluation -Models, designs & practices • Training Evaluation- Analysis & interpretation of results 	08
<p>Unit III : Training Methods</p> <ul style="list-style-type: none"> • Traditional Training Methods; • E-Learning & M-Learning and use of technology in Training- Basics • Technology-based learning- LMS & CBT 	07
<p>Unit IV : Executive Development</p> <ul style="list-style-type: none"> • Executive Development; Strategies to provide executive development • Career Planning, Succession Planning - issues & concerns; • Mentoring at workplace; Coaching for Managers 	05
<p>Unit V : T&D Policy & Integration</p> <ul style="list-style-type: none"> • Training Policy & Aligning Training with HR subsystems • Outsourcing Training; • T&D for effective change at workplace • Future of T&D 	05

Suggested Readings:

1. Noe, A. R., and Kodwani, A, Employee Training and Development, The McGraw-Hill Companies.
2. Blanchard, P. N., & Thacker, W.J., Effective Training. Prentice-Hall India.
3. Lynton, R.P., and Pareek, U, Training for Development, Sage
4. Goldstein, I., and Ford, J.K, Training in Organizations. Cengage Learning.
5. All the available volumes of Jossey-Bass& Pfeiffer on training manuals and hand books.

w.e.f. Academic Year 2019-20 and onwards