



Dr. V. N. Bedekar Institute of Management Studies, Thane
Teaching Plan (MMS / PGDM)
Academic Year (2014-15)

Programme: MMS / PGDM

Name of the Course: Training and Development

Maximum marks: 100

No. of Sessions: 15

Name of the Faculty: Dr Sna Farooqi

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Weblink:

Learning Objectives:

- Describe methods for conducting training needs assessments.
- Explain the principles of adult learning.
- Formulate objectives for a training session.
- Select appropriate instructional methods.
- Design a training session.
- Describe techniques for managing group interactions.
- Describe processes for Training Evaluation.

Reference Books:

1. Effective Training Systems, Strategies and Practises, P. Nick Blanchard, James W Thacker, Fourth Edition, Pearson Education.
2. Employee Training and Development, Raymond A Noe, 3rd Edition, McGraw Hill Publication.



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Plan:

Session No	Topics to be covered	Pedagogy	Remark
1	Introduction to HRD	Presentation, Case study discussion.	
2	Overview of Training in Organizations (Role of Training, Structure of Training)	Presentation, Role Play, Case study Discussion, Students Presentation.	
3	Learning Organization, Principles of Adult Learning, Motivation and Performance.	Presentation, Case study discussion. Students Presentation.	
4	Training Administration	Presentation, Case study discussion. Students Presentation.	
5	Training Need Assessment	Presentation, Case study discussion. Students Presentation.	
6	Designing Training Modules	Presentation, Case study discussion. Students Presentation.	
7	Implementation of Training	Presentation, Case study discussion. Students Presentation.	
8	Traditional Training Methods	Presentation, Case study discussion. Students Presentation.	



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9	E- Learning and use of Technology in Training.	Presentation, Case study discussion. Students Presentation.	
10	Training Evaluation, Cost Benefit Analysis, ROI.	Presentation, Case study discussion. Students Presentation.	
11	Management Development	Presentation, Case study discussion. Students Presentation.	
12	Planning and Organising conferences, seminars ec.	Presentation, Case study discussion. Students Presentation.	
13	Training Audit	Presentation, Case study discussion. Students Presentation.	
14	Class Test.		
15	Case Study Discussion	Presentation, Case study discussion. Students Presentation.	



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Evaluation:

I) Internal:

Component	Details	Marks
Class Test	Any two out of three tests	20
Presentation, Assignment etc.	Presentation topic allotted to every student and taken over the period of 15 sessions	10
Class Participation		5
Student Conduct		5

II) External:
(Sample questions)

1. Describe the relationship between the HR and the HRD functions in a large organization. How might a small organization handle the responsibilities of the two areas?
2. What is the relationship between competitive strategy, external environment, and internal strategies?
3. Explain the purpose and process of TNA?

Signature of Faculty

Signature of Co-ordinator