



Dr. V. N. Bedekar Institute of Management, Thane
Teaching Plan (MMS/PGDM)
Academic Year (2017-2018)

Programme Name: PGDM

Term: IV

Name of the Course: TRAINING & DEVELOPMENT

Maximum marks:100

No. of Sessions: 10

Name of the Faculty: PRAVIN NARANG

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Weblink:

Learning Objectives:

At the end of the course, students should have a thorough understanding of Training function as part of HRD, all aspects of Training & Development and be able to plan and execute a Training program successfully

Reference Books:

1. Employee Training and Decvelopment by Robert Noe
2. Effective training systems, strategies & practices, by Nick Blanchard and James Thacker



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Plan:

Session No	Topics to be covered	Books referred/ Recommended/ References- Print/Articles/ News/Research papers/ Online database/ Software /Simulations used	Learning outcomes	Evaluation of Students understanding by MCQs, Quiz, Short Test
1	Overview of the Human resource function and its importance to the organisation	Employee Training and Development by Robert Noe Effective training systems, strategies & practices, by Nick Blanchard and James Thacker		
2	Understanding the role of Training & Development as part of HR function and as a vital tool in overall development and growth of organisation			QUIZ
3	Principles of adult learning – optimum learning styles and adults' motivation to learn. Introduction to Training Needs Assessment (TNA)	Employee Training and Development by Robert Noe Effective training systems, strategies & practices, by Nick Blanchard and James Thacker		QUIZ
4	Detailed learning of the Training Needs Assessment process. Presentation by students on Training Needs Assessment.			
5	Traditional training methods			SHORT TEST



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6	E-learning & use of technology in Training			
7	Designing Training Modules, Transfer of training to workplace			
8	Training Administration – Training budget, Training calendar, Training schedule			
9	Class test, an all topics covered so far			TEST
10	Detailed case study- Planning and executing a complete training program			
11	Training evaluation, cost benefit analysis			
12	Planning and evaluating conferences, seminars etc.			
13	Management Development			SHORT TEST
14	Coaching and Mentoring			
15	Training Audit			



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2. Practical Approach : Other activities (Atleast 4 distinct activities)

Sr. No.	Activity Name	Topic Coverd	Learning outcomes	Source
1	Role Play			
2	Industry Visit			
3	Academic Projects			
4	Book Review			
5	Group Discussion			
6	Business Quiz / Business News sharing			
7	Videos / Simulation			
8	Use of Softwares and Labs			
9	Any other activity			



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Evaluation:

I) Internal:

Component	Details	Marks
Class Test		
Presentation		
Case Study		
Participation		
Others		

Signature of Faculty

Signature of the Co-ordinator