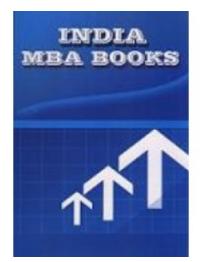
# Employee Training & Development



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Format: BOOK

Pub. Date: NEW EDITION APPLICABLE FOR Current EXAM

**Publisher: MEHTA SOLUTIONS** 

**Edition Description: 2018-19** 

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## Unit-II

**Needs Assessment:** Methods Used in Needs Assessment – Process – Competency Models – Scope of Needs Assessment – Training Evaluation - Reasons for Evaluating Training – Overview of the Evaluation Process – Determining whether Outcomes are Good – Evaluation Practices – Evaluation Designs – Determining Return on Investment – Measuring Human Capital and Training.

#### Unit-III

**Traditional Training Methods:** Hands-on-Methods – Group Building Methods –Choosing a Training Method – E-learning and Use of Technology in Training –Technology's Influence on Training and Learning – Technology and Multimedia –Computer-based Training – Developing Effective Online Learning – Blended Learning – Mobile Technologies and Training Methods – Intelligent Tutoring Systems - Distance Learning – Technologies for Training Support – Technologies for Training Administration – Learning Management System – Systems for Training Delivery, Support and Administration.

# **Unit-IV**

Employee Development – Approaches to Employee Development – The Development Planning Process – Company Strategies for Providing Development –Special Issues in Training and Employee Development – Partnership with Local Community Provides Job Opportunities – Training Issues Resulting from External Environment – Training Issues Related to Internal Needs of the Company.

Unit-V

Special Challenges in Career Management – Socialization and Orientation – Dual-career Paths – Plateauing – Skills Obsolescence – Coping with Career Breaks –Balancing work and Life – Company Policies to Accommodate Work and Non-work – Coping with Job Loss – Dealing with Older Workers – The Future of Training and Development – Increased Use of New Technologies for training Delivery – Increased Emphasis on Speed in Design – Focus in Content, and Use of multiple delivery methods – Increased Emphasis on Capturing and Sharing – Intellectual Capital –Increased Use of True Performance Support – Increased Emphasis on Performance Analysis & Learning for Business Enhancement – Key Issues in Implementing Change.

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