

HRM 202, Training and Development

3 Credits, 3 Hours per week

Course Description

This course covers the procedures involved in developing and implementing a training program, and also provides participants with practical instructional skills. Topics include: training and development compared, methods for the determination of training needs, critical survey of training and development methods, instructional techniques, systematic assessment of training/ development courses and programs.

Pre and Co-requisites

HRM100 or permission of the Chair

Course Learning Outcomes (CLOs)

Upon successful completion of the course, the student shall be able to:

1. CLO1 – Identify the importance of Training & Development.
2. CLO2 - Link Training and Development to strategic business practices.
3. CLO3 - Determine training needs by performing a needs assessment.
4. CLO4 - Identify the various ways learning occurs.
5. CLO5 - Develop and apply transfer of learning methodologies.
6. CLO6 - Evaluate training efforts.
7. CLO7 - Deliver training using traditional and new technologies.
8. CLO8 - Recognize current employee development methodologies.
9. CLO9 - Understand special issues in training and development.
10. CLO10 - Relate training to career management issues.

Evaluation

Assessment Type	Percentage
In-Class Exercises	20%
Tests	30%
Presentations	20%
Final Exam	30%
Total	100%

Course Completion Requirements

Minimum passing mark of 50% or D is required.

Grading Scale

4.0 Grade Scale	Alpha Grade	Percentage Grade
4.0	A+	93-100
4.0	A	85-92.9
3.7	A-	80-84.9
3.3	B+	77-79.9
3.0	B	74-76.9
2.7	B-	70-73.9
2.3	C+	67-69.9
2.0	C	64-66.9
1.7	C-	60-63.9
1.3	D+	55-59.9
1.0	*D	50-54.9
0.0	F	0-49.9

Land Acknowledgement

We respectfully acknowledge that Keyano College is on Treaty No. 8 Territory, the ancestral and traditional territory of the Cree, Dene, and Métis people.

Review Date: March 4, 2024

Every effort has been made to ensure that information in this course outline is accurate at the time of publication. Keyano College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.

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