

Name of Faculty	Ms. Shivani			
Discipline	Management (MBA)			
Semester	Fourth Semester (IV)			
Subject	Management of Training & Development (HRM-401)			
Lesson Plan Duration	15 Weeks (January 2018 to April 2018)			
Work Load per week	3 Lectures per week			
Week	Theory		Practical	
	Lecture Day	Topic (Including Assignment/Test)	Practical Day	Topic (Including Assignment/Test)
1	1st	Introduction to the subject (Discussion about the syllabus and books)	N/A	N/A
	2nd	Difference between Training, Education, Development, Learning		
	3rd	Training - Definition, Nature and Scope		
2	4th	Training in changing Scenario	1st	Introduction to Training & Development
	5th	Training Challenges		
	6th	ClassTest on		
3	7th	Case study on Nestle	2nd	Assignment
	8th	Types of Training		
	9th	Forces influencing Learning and Working		
4	10th	Process of Learning	N/A	N/A
	11th	Theories of Learning		
	12th	Training Need Analysis		
5	13th	Approaches of TNA, Process of TNA	3rd	Factors influencing need of training
	14th	TNA and Training Process, Design and output of TNA		
	15th	Presentation on		
6	16th	Sessional-I	N/A	N/A
	17th			
	18th			
7	19th	Training Design: Meaning and Steps	N/A	N/A
	20th	Understanding & Developing the objectives of Training		
	21st	Considerations in Designing Effective Training Programs		
8	22nd	Case Study : Training And Development of Employees at Taj	4th	Case study competition- 1
	23rd	Selecting & preparing the Training Site, Selecting Trainers, Program Design		
	24th	Learning Environment		
9	25th	Pre-Training Communication	5th	Case study competition- 2
	26th	Communication to all stakeholders		
	27th	Employee Training & Development: Case Study at KC Motors		
10	28th	Facilitation of Training with Focus on Trainee	N/A	N/A
	29th	Motivation of Trainee, Reinforcement, Goal Setting		
	30th	Transfer of Training : Conditions of Transfer, Facilitation of Transfer		
11	31st	Supervisor Support, Peer Support, Trainer Support, Reward Systems	6th	Assignment on Training Transfer
	32nd	Training Climate: Pre-requisites for good training Climate, Components		
	33rd	Pedagogy and General Principles of Training Climate		

12	34th	Sessional-II	N/A	N/A
	35th			
	36th			
13	37th	Training Methods : Functions, Factors influencing choice, ON & OFF the job		
	38th	Implementation of Training Programme: Effective Strategies		
	39th	Evaluation of Training Programme		
14	40th	Developing Training Modules & Training Aids		
	41st	Case Study: TESCO Training Case		
	42nd	Career & Career Management		
15	43rd	Future of Training & Development		
	44th	Revision Session		
	45th	Last Year Question Papers Discussion		