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| **Course title** | Personnel Training & Development | | | | | |
| **Course code** | PSY308 | | | | | |
| **Course type** | Elective | | | | | |
| **Level** | Undergraduate | | | | | |
| **Year / Semester** | Year 3 | | | | | |
| **Teacher’s name** | Maria Charalambous | | | | | |
| **ECTS** | 7.5 | **Lectures / week** | 1 | **Laboratories / week** | | 0 |
| **Course purpose and objectives** | The purpose of this course is to provide students with a comprehensive understanding of the principles, theories, and practices related to training and development within organizational settings. This course aims to equip students with the knowledge and skills necessary to effectively design, implement, and evaluate training programs aimed at enhancing employee performance, well-being, and organizational success. | | | | | |
| **Learning outcomes** | The following learning outcomes are expected, where students will:   1. Explain key concepts, theories, and models related to personnel training and development. 2. Conduct thorough needs assessments to identify training gaps and performance improvement opportunities within organizations. 3. Design training programs using a variety of instructional methods, materials, and technologies. 4. Apply effective instructional techniques to engage and facilitate learning among diverse groups of learners. 5. Analyze training evaluation data to determine the effectiveness of training programs. | | | | | |
| **Prerequisites** | PSY309 | | **Required** | | No | |
| **Course content** | This course aims to equip students with the knowledge and skills necessary to effectively design, implement, and evaluate training programs aimed at enhancing employee performance, well-being, and organizational success.  Week 1: Introduction to Training and Development  Week 2: Adult Learning and Motivation  Week 3: Training Needs Assessment  Week 4: Learning Objectives and Program Design  Week 5: Training Delivery and Facilitation  Week 6: Training Evaluation and Measurement  Week 7: Ethical and Diversity Considerations  Week 8: Technology in Training and Development  Week 9: Career Development and Learning Culture  Week 10: Training Program Implementation and Management  Week 11: Current Trends in Training and Development  Week 12: Reflective Practice and Professional Growth  Week 13: Case Studies and Practical Applications | | | | | |
| **Teaching methodology** | Lecture | | | | | |
| **Bibliography** | Colquitt, J. A., LePine, J. A., & Wesson, M. J. (2021). Organizational Behavior: Improving Performance and Commitment in the Workplace. McGraw-Hill Education.  Blanchard, P. N., & Thacker, J. W. (2019). Effective Training: Systems, Strategies, and Practices. Pearson. | | | | | |
| **Assessment** | 1. Midterm & Final Exam (30% & 30%): Mid-term and final exams will be conducted covering the entire course. Both exams will include multiple-choice, short-answer, and essay questions. 2. Group assignment and presentation (20%): Assign group projects where students design a comprehensive training program for a specific target audience. Presentations can be used to evaluate their program design and presentation skills. 3. Individual assignments (10%): Students will be provided with real-world training scenarios or case studies for students to analyze. Require them to identify training needs, design training programs, and evaluate their effectiveness. 4. Presence & Participation (10%): Students should be present and actively participate in in-class discussions. | | | | | |
| **Language** | English | | | | | |