Training & Development

CMS 323

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Course Description
Through the shared experience of this course, you will develop the knowledge and skills necessary to be an effective member of an organization’s training and development team. We will explore the leadership role of trainers, adult learning theory, training design and strategies, training facilitation, and the evaluation of training effectiveness. Your work will culminate in the design and delivery of a training program.

Texts
Required

Course Objective
Upon successful completion of the course, students will be able to:
- Contrast training with development
- Utilize a logical model to develop effective training
- Design and deliver training
- Incorporate adult learning theory into training design
- Understand how training and development support the goals, objectives, and mission of the organization

Academic Integrity
Respect others and always cite the source of any ideas or words which are not your own. This is a strict policy but, more importantly, it is the right thing to do.

Attendance
This class is experiential, participative, and collaborative. We are in this together. The absence of any one person will be felt by all so please plan to attend all class sessions. If you need to miss a class, contact me prior to the class.

PRE-SESSION ASSIGNMENT
Read pages 1-29 in the text BEFORE our first class.
A list of all other assignments and grading information will be provided throughout the term.

Other Policies
We will refer to the student handbook regarding all other policies.