

UNIVERSITY OF TEXAS, DALLAS
OBHR4335 “Training and Development”
Course Syllabus – Fall 2019

Course Information

OBHR4335 “Training and Development”

Section: 501 - MW 5:30 – 6:45 - Classroom: JSOM 12.214

Professor Contact Information

Edward Meda (Ed), 972-883-5023 or Email: Edward.Meda@utdallas.edu.

Office: JSOM 13.405. Office hours: Monday and Wednesday 12:00pm – 2:00pm; 4:00pm – 5:00pm and by appointment.

Course Description

This course focuses on the effective development of talent within organizations. It covers issues such as training needs analysis, training curriculum design, training delivery, management and leadership development, the role of experience in skills development, and the evaluation of training and development initiatives. The course will equip the student to determine when training is appropriate, what type of training (content and delivery) is needed, when alternatives to training are better suited to meet the organization's objectives, and how to determine the return on investment in training. Prerequisites: [OBHR 3310](#) or [OBHR 3330](#).

Student Learning Objectives/Outcomes

- Students will demonstrate the context for training and development
 - Students will design training programs
 - Students will be able to explain multiple training and development methods
 - Students will be able to incorporate social responsibility in training development
 - Students will explore various Knowledge Management Systems
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Required Textbooks and Other Materials

Noe, R. (2017). *Employee Training and Development: 7th Ed.* McGraw-Hill Education. ISBN:978-0-07-811285-0 (UTD Bookstore)

Suggested Course Materials

Suggested course materials also include exposure to reputable business publications like the Wall Street Journal, Fortune Magazine, HR Magazine, course supplemental reading and learning material links and handouts provided.

Assignments and Academic Calendar – MW Schedule

Week#	Date	Topic	Assignments
#1	8/19	Meet and Greet Review course structure Chapters 1 & 2 Context for Training and Development Assignment – Case: Zappos, p.53 Assignment – Case: IBM, p.108	due 8/26 due 8/26
#2	8/26	Chapter 3 Designing Training – Needs Assessment Assignment - Case: Summit Credit Union p.153	due 9/04
#3	9/02	Chapter 4 Learning and Transfer of Knowledge No Class “Labor Day” September 2 Assignment - Case: p.193 Written Assignment	due 9/10
#4	9/9	Chapter 5 Program Design Assignment – Case: Program Redesign, p.241 Assignment – Training Case Assignment	due 9/16 9/16
#5	9/16	Chapter 6 Training Evaluation Assignment – Case: AMP, p.286 Assignment – Design & Develop Evaluation	due 9/23 due 9/23
#6	9/23	Exam #1 Chapters 1-6	Exam #1 9/25
#7	9/30	Chapter 7 Traditional Training Methods Assignment – Case: Bank Tellers, p.326 Assignment – Outline your training method	due 10/7 due 10/07
#8	10/07	Chapter 8 Technology-Based Training Methods Assignment – Case: Jiffy Lube, p. 376	due 10/14
#9	10/14	Chapter 9 Employee Development and Career Management Assignment – Case: MGM Resorts, p. 431	due 10/21
#10	10/21	Chapter 10 Social Responsibility Assignment – Case: Successful Management, p.483	due 10/28
#11	10/28	Chapter 11 The future of Training and Development Assignment – Case: TELUS, p. 510	due 11/04
#12	11/4	Hard Copy of Presentation Due Exam #2 Chapters 7-10	due 11/11 Exam #2 11/06
#13	11/11	Group Presentations	Teams TBD
#14	11/18	Group Presentations	Teams TBD
#15	11/25	FALL BREAK	NO CLASS
#16	12/02	Group Presentations Group Presentations	Teams TBD Team TBD & Pizza
Finals Week			TBD

SCHEDULE IS SUBJECT TO CHANGE

Grading Policy

Grades will be determined using the following point system:

Assignments:	Points Available
Exams – 2 (150 points) Essay exams – Blue Book Required	300
Case Assignments – 11 (20 points) (Late assignments not accepted)	220
Group Presentation – 1 (130 points) (5 Students per group)	130
TOTAL	650 Points

The grading scale based as follows:

(98-100%)	=	A+
(94-97%)	=	A
(90-93%)	=	A-
(87-89%)	=	B+
(84-86%)	=	B
(80-83%)	=	B-
(77-79%)	=	C+
(74-76%)	=	C
(70-73%)	=	C-
(67-69%)	=	D+
(64-66%)	=	D
(60-63%)	=	D-

Course & Instructor Policies

Make-Up Assignments and Exams

Make-up assignments and exams may be taken under certain circumstances of illness/family death or emergency if students contact me (if possible before the scheduled assignment or exam) and provide written proof why the student could not complete the assignment or take exam (i.e. doctor's note). There are no make-ups for assignments or exams without the above documentation.

Comet Creed

This creed was voted on by the UT Dallas student body in 2014. It is a standard that Comets choose to live by and encourage others to do the same:

“As a Comet, I pledge honesty, integrity, and service in all that I do.”

UT Dallas Syllabus Policies and Procedures

The information contained in the following link constitutes the University’s policies and procedures segment of the course syllabus. Please go to <http://go.utdallas.edu/syllabus-policies> for these policies.

Academic Dishonesty: The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrates a high standard of individual honor in his or her scholastic work.

Academic dishonesty can occur in relation to any type of work submitted for academic credit or as a requirement for a class. It can include individual work or a group project. Academic dishonesty includes, plagiarism, cheating, fabrication and collaboration/collusion. In order to avoid academic dishonesty, it is important for students to fully understand the expectations of their professors. This is best accomplished through asking clarifying questions if an individual does not completely understand the requirements of an assignment.

Additional information related to academic dishonesty and tips on how to avoid dishonesty may be found here: <http://www.utdallas.edu/deanofstudents/maintain/>.

Field Trip Policies Off-campus Instruction and Course Activities

Off-campus, out-of-state, and foreign instruction and activities are subject to state law and University policies and procedures regarding travel and risk-related activities. Information regarding these rules and regulations may be found at the website http://www.utdallas.edu/BusinessAffairs/Travel_Risk_Activities.htm address

Additional information is available from the office of the school dean.