

Course title	Personnel Training & Development				
Course code	PSY13##				
Course type	Lecture				
Level	Undergraduate				
Year / Semester	Year 3				
Teacher's name	New hire 2				
ECTS	7.5	Lectures / week	1	Laboratories / week	0
Course purpose and objectives	<p>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.</p>				
Learning outcomes	<p>The following learning outcomes are expected, where students will:</p> <ol style="list-style-type: none"> 1. Explain the key concepts, theories, and models related to personnel training and development. 2. Describe the psychological principles underlying adult learning and motivation. 3. Conduct thorough needs assessments to identify training gaps and performance improvement opportunities within organizations. 4. Develop clear and measurable learning objectives aligned with organizational goals. 5. Design training programs using a variety of instructional methods, materials, and technologies. 6. Apply effective instructional techniques to engage and facilitate learning among diverse groups of learners. 7. Deliver training sessions that cater to different learning styles and preferences. 8. Design assessment tools to measure learning outcomes at various levels, from knowledge acquisition to behavior change. 9. Analyze training evaluation data to determine the effectiveness of training programs. 10. Recognize and address ethical considerations related to employee development and training. 11. Create inclusive and culturally sensitive training environments. 				

	<p>12. Explore and incorporate technological tools and platforms for enhancing training and development initiatives.</p> <p>13. Collaborate effectively with colleagues to design and deliver comprehensive training programs.</p> <p>14. Communicate training content clearly and engagingly to learners.</p> <p>15. Analyze complex organizational challenges and develop training solutions that address performance gaps.</p> <p>16. Reflect on training experiences and seek opportunities for improving training design, delivery, and assessment.</p> <p>17. Design and implement strategies to support employees' career development and foster a culture of continuous learning within organizations.</p> <p>18. Demonstrate growth in personal and professional skills related to training and development practices.</p>		
Prerequisites	No	Required	No
Course content	<p>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.</p> <p>Week 1: Introduction to Training and Development</p> <p>Week 2: Adult Learning and Motivation</p> <p>Week 3: Training Needs Assessment</p> <p>Week 4: Learning Objectives and Program Design</p> <p>Week 5: Training Delivery and Facilitation</p> <p>Week 6: Training Evaluation and Measurement</p> <p>Week 7: Ethical and Diversity Considerations</p> <p>Week 8: Technology in Training and Development</p> <p>Week 9: Career Development and Learning Culture</p> <p>Week 10: Training Program Implementation and Management</p> <p>Week 11: Current Trends in Training and Development</p> <p>Week 12: Reflective Practice and Professional Growth</p> <p>Week 13: Case Studies and Practical Applications</p>		
Teaching methodology	Lecture		

Bibliography	<p>Colquitt, J. A., LePine, J. A., & Wesson, M. J. (2021). Organizational Behavior: Improving Performance and Commitment in the Workplace. McGraw-Hill Education.</p> <p>Blanchard, P. N., & Thacker, J. W. (2019). Effective Training: Systems, Strategies, and Practices. Pearson.</p>
Assessment	<ol style="list-style-type: none"> 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	Greek