

Talent Development

MGMT 4153.26793 / 5153.26797

Spring 2018 (Jan. 16-May 4)

Instructor

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Office Hours: By appointment only

Students should expect a response to email questions within 24 hours during Monday-Friday business hours. Students should expect grades for assignments to be posted to the Gradebook in Brightspace within one week of turning in the assignment.

Note: Students should check the “News” section at least weekly for class information. Important information will be posted there that will be critical in order to keep up with the course.

SSB Online Learning Office

Course Site: (Brightspace by D2L): <http://online.okstate.edu> or <http://my.okstate.edu>

Online Learning Support: spearsonline@okstate.edu

Phone: 405-744-4048

Facebook: Follow Spears School Online Learning on Facebook! [facebook.com/SpearsOnline](https://www.facebook.com/SpearsOnline)

Course Summary

The role of training and development in organizational sustainability and competitiveness is examined. Topics include assessing training needs, developing and delivering training, evaluating training effectiveness, and career development. Students develop a training program and trainer skills.

Course Prerequisites (for MGMT 4153)

MGMT 3013

MGMT 3313

Computer Requirements

- A broadband internet connection
- Windows 7 or Mac OS Mavericks or newer operating system are preferred
- Google Chrome or Mozilla Firefox web browser
- Note: lecture videos are not compatible with Internet Explorer or Edge
- [VLC Viewer](#) video player (click to download)

Learning Objectives

Students will gain exposure to theories, principles, methods, and related terminology of talent development from a holistic perspective.

Specific business knowledge, competency, and problem solving learning goals include the ability to:

1. Specify the knowledge, skills, abilities, and other characteristics required for a job or set of jobs.
2. Construct a training program, including e-learning, from a needs assessment.
3. Analyze and critique a talent development or career management program.
4. Locate and evaluate material related to TD.

Assignments and Grading Policy

Undergraduate Course (MGMT 4153)	
Assessment	Possible Points
Exam 1	125
Exam 2	125
Exam 3	150
Quizzes	125
Homework	100
Participation in Discussion	75
Project	300
Total Available	1000

Graduate Course (MGMT 5153)	
Assessment	Possible Points
Exam 1	125
Exam 2	125
Exam 3	150
Quizzes	125
Homework	100
Participation in Discussion	75
Project	300
Book Reviews	200
Total Available	1200

***Note:** some assignments in Bright Space include more possible points than those listed above (exams, quizzes, discussion). In total, there are 17 extra points available, or approximately 1.5% of the possible points in the course. These additional points are in place of any rounding of a student’s final grade.

Textbook

Text: R. A. Noe, Employee Training & Development, 7th Ed., Irwin/McGraw Hill, 2017.

Exams

You will take three proctored exams throughout the semester, all delivered via Brightspace (D2L). These exams include multiple-choice questions and essay writing. The exam content will be largely based on video lectures and readings. Point values for each exam can be found in the “Assignments and Grading Policy” section of this syllabus.

ACTION: one week prior to course start date, go to the Spears School of Business Online Learning website to choose a proctor at: spearsonline.okstate.edu, and click on “Select Proctor” at the top right of the page. Follow the instructions to identify your proctor site. Up to one week before each exam start date, make your appointment directly with your testing center to take each exam. The exam and/or exam instructions will be sent to your proctor site 3 days prior to the exam start date. Contact the Spears School Online Learning office at spearsonline@okstate.edu, or call (405) 744-4048 if you have any questions regarding the proctoring process. You may also visit <http://spears.okstate.edu/online/guide>.

Discussion and Participation Rubric

Discussion Board Rubric					
Rubric Components	Point Scale				Student's Score
	4 Exceeds (beyond assignment scope, can teach others)	3 Proficient (at standard, minor errors)	2 Developing (emerging, needs some help)	1 Novice (can't do independently, doesn't understand)	
Quality of Post	Appropriate comments: thoughtful, reflective, and respectful of other's postings.	Appropriate comments and responds respectfully to other's postings	Responds, but with minimum effort. (e.g. "I agree with Bill")	No posting.	
Relevance of Post	Posts topics related to discussion topic; prompts further discussion of topic	Posts topics that are related to discussion content	Posts topics which do not relate to the discussion content; makes short or irrelevant remarks	No posting.	
Contribution to the Learning Community	Aware of needs of community; attempts to motivate the group discussion; presents creative approaches to topic	Attempts to direct the discussion and to present relevant viewpoints for consideration by group; interacts freely	Does not make effort to participate in learning community as it develops	No feedback provided to fellow student.	

University Policies

Drop Policy

Information about university drop policy and dates is at this website:

<http://registrar.okstate.edu/>. To drop this course, contact the Registrar's office, (405) 744-6876, or drop through Banner Self Service, <http://my.okstate.edu>

Academic Integrity

Oklahoma State University is committed to the maintenance of the highest standards of integrity and ethical conduct of its members. This level of ethical behavior and integrity will be maintained in this course. Participating in a behavior that violates academic integrity (e.g., unauthorized collaboration, plagiarism, multiple submissions, cheating on examinations, fabricating information, helping another person cheat, unauthorized advance access to examinations, altering or destroying the work of others, and fraudulently altering academic records) will result in your being sanctioned. Violations may subject you to disciplinary action including the following: receiving a failing grade on an assignment, examination or course, receiving a notation of a violation of academic integrity on your transcript (F!), and being suspended from the University. You have the right to appeal the charge. Contact the Office of Academic Affairs, 101 Whitehurst, 405-744-5627, <http://academicintegrity.okstate.edu/>.

Accessibility

Any student in this course who has a disability that may prevent him or her from fully demonstrating his or her abilities should contact the instructor as soon as possible, so we can discuss accommodations necessary to ensure full participation and facilitate your educational opportunity. For more information about OSU Student Disability Services, please go to: <http://sds.okstate.edu>.

Syllabus Attachment

Important dates and policies for students for the current semester.

<https://academicaffairs.okstate.edu/sites/default/files/Spring%202018%20Syllabus%20Attachment.pdf>

Course Schedule

Dates	Topic	Assignments	Discussion
Jan. 16 – 21	Course Introduction & Chapter 1: Introduction to Employee Training and Development	Ch. 1 Quiz Ch. 1 Homework	Intro Ch. 1
Jan. 22 – 28	Chapter 2: Strategic Training	Ch. 2 Quiz Ch. 2 Homework	Ch. 2
Jan. 29 – Feb 4	Chapter 3: Needs Assessment	Ch. 3 Quiz	Ch. 3
Feb. 5 – 11	Chapter 4: Learning and Transfer of Training	Ch. 4 Quiz Ch. 4 Homework	Ch. 4
Feb. 12 – 18	Training Demo – Emergenetics	SCARF HW	
Feb. 19 – 25	Exam 1		
Feb. 26 – Mar. 4	Chapter 5: Program Design	Project Rough Draft Ch. 5 Quiz	Ch. 5
Mar. 5 – 11	Chapter 6: Training Evaluation	Ch. 6 Quiz Ch. 6 Homework	Ch. 6
Mar. 12 – 18	Chapter 7: Traditional Training Methods	Book Review 1 (5153) Ch. 7 Quiz Ch. 7 Homework	Ch. 7
Mar. 19 – 25	Spring Break		
Mar. 26 – Apr. 1	Chapter 8: Technology-Based Training Methods	Project Rough Draft Ch. 8 Quiz	Ch. 8
Apr. 2 – 8	Exam 2		
Apr. 9 – 15	Chapter 9: Employee Development and Career Management	Book Review 2 (5153) Ch. 9 Quiz Ch. 9 Homework	Ch. 9
Apr. 16 – 22	Chapter 10: Social Responsibility: Legal Issues, Managing Diversity, and Career Challenges	Ch. 10 Quiz	Ch. 10
Apr. 23 – 29	Chapter 11: The Future of Training and Development	Ch. 11 Quiz Ch. 11 Homework	Ch. 11
Apr. 30 – May 6	Appendix – Experience Talent Development	Project Final Draft	
May 7 – 11	Exam 3		