CREDIT DISTRIBUTION, ELIGIBILITY AND PRE-REQUISITES OF THE COURSE

Course title & Code	Credits	Credit distribution of the course			Eligibility criteria	Pre-requisite of the course (if any)
		Lecture	Tutorial	Practical/ Practice		
Learning and Development in Organisations: DSE-8.2	4	3	1	0	Pass in Class XII	NIL

Learning and Development in Organisations:
BC: DSE- 8.2

Learning Objectives:
The course aims at equipping the learners with the concept and practice of Learning and Development in the modern organisational setting through the pedagogy of case study, counselling, discussions and recent experiences.

Learning Outcomes: After completion of the course, learners will be able to:
1. Analyse the various learning strategies used in real situations.
2. Compare individual development in terms of intelligence, creativity and personality.
3. Develop the learning needs to create learning environment.
4. Demonstrate various techniques for enhancing decision–making and interpersonal skills.
5. Examine the need and importance of guidance and counselling.

Course Contents:

Unit 1: Introduction (7 hours)
Learning- concept, characteristics, principles, types, learning theories; Classical conditioning, operant conditioning, cognitive, observational and social learning; Learning strategies and constructivist approach to learning.

Unit 2: Individual Learning and Development (11 hours)
Individual development: Meaning and stages; Role of creativity in learning; process and measures of creativity; Personality- concept and determinants, approaches of development of personality; Intelligence – concept, measurement of intelligence; emotional intelligence and its relevance in learning and development of an individual.

Unit 3: Developing Learning Environment and Development Methodologies (22 hours)
Overview of learning methodologies- logic and process of learning; Principles of learning, Learning process, learning curve, learning management system; Criteria for method selection; skills of an effective trainer; Computer aided instructions- distance learning, e-learning; technologies convergence and multimedia environment.
Development techniques for enhancing decision–making and interpersonal skills, case-study, in-basket exercise, special projects, action learning, action maze, role play, experience learning, discovery learning, brainstorming, team building, and sensitivity training.

Unit 4: Guidance and Counselling (5 hours)
Guidance: meaning, needs, principles, types, importance; counselling; meaning, nature objectives and importance, techniques of counselling; directive, nondirective, eclectic, ethics in counselling, effect of guidance and counselling on individual learning and development.

Exercises:

The learners are required to:
1. Analyse and interpret case study of any Indian organisations learning strategies.
2. Participate in simulation exercises in the classroom to conduct a learning assessment of oneself thereby preparing a questionnaire on learning and development of an individual.
3. Develop a learning and development module on the basis of selected strategies in the previous exercise.
4. To compare different learning requirements of individuals in the organisations as per their individual learning abilities.
5. To restructure the strategies after assessing the learning and development report.

Suggested Readings:

- Bernard, H.W. & Fullner, D.W. (1987); *Principles of Guidance, A Basic Test* (Indian Education), New Delhi: Allied publishers Pvt.Ltd,.
- Carson, B. (2021). *L&D's Playbook for the Digital Age*. United States: American Society for Training & Development.
- Clifford, J., Thorpe, S. (2007). *Workplace Learning and Development: Delivering Competitive Advantage for Your Organization*. United Kingdom: Kogan Page.
- Fee, K. (2011). *101 Learning and Development Tools: Essential Techniques for Creating, Delivering and Managing Effective Training*. United Kingdom: Kogan Page.
- Hilgard, E. & Bower, G.H. (1966). *Theories of Learning*. USA: Englewood Cliffs: Prentice Hill.
- Mishra , R.C. (2005); *Guidance & Counselling* (2 vols); New Delhi: APH, Publishing Cooperation.
- Parry-Slater, M. (2021). *The Learning and Development Handbook: A Learning Practitioner's Toolkit*. India: Kogan Page.
- Page-Tickell, R. (2018). *Learning and Development: A Practical Introduction* (Vol. 15). Kogan Page Publishers.

Note: Suggested readings will be updated by the Department of Commerce and uploaded on Department's website.