

QP CODE 207552055

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DMI-ST. EUGENE UNIVERSITY

ZAMBIA

DEGREE EXAMINATION – JUNE 2024

Semester: VII

550 MG 005 TRAINING & DEVELOPMENT

Time: 3:00 Hours

Max. Marks: 100

Answer any FIVE Questions (5 x 20 = 100 Marks)

1. a) What do you understand by the terms Training and Development? **(3 Marks)**
b) Discuss the objectives of Training. **(7 Marks)**
c) You have been appointed as a Training Manager to train employees of the company in order to boost their morale to improve performance. As a Manager suggest to the company some motivators that can be used to boost employees' morale. **(10 Marks)**
2. a) Discuss the various techniques used in off-the job training method. **(10 Marks)**
b) Explain the advantages of the On-the-Job Method (OTJ). **(10 Marks)**
3. a) Define the term Career. **(2 Marks)**
b) Discuss the steps one can undertake in Career planning process. **(10 Marks)**
c) Your dad, who is 63 years old, shared with you that his career is in the decline stage as he will be retiring two years from now. As a Graduate who took Training & Development as a course, share with your father some tips for success in the decline stage of his career path. **(8 Marks)**
4. a) Discuss the benefits of Management Development to both Company's management and Employees. **(10 Marks)**
b) Outline at least ten (10) skillful training programmes offered in Zambia. **(10 Marks)**
5. a) Discuss the need for Training Policy. **(10 Marks)**
b) Describe the components of Training Policy. **(10 Marks)**
6. a) State the distinctions between Training and Development. **(10 Marks)**
b) Discuss the role of a Training Manager in the Organization. **(10 Marks)**

7. a) The strategy of the training policy must include various aspects. Outline the various aspects included in the strategy training policy. **(10 Marks)**
- b) Explain the features of a good policy. **(10 Marks)**