

BUS365e Selected Topics in Management

Level: 3

Credit Units: 5 Credit Units

Language: ENGLISH

Presentation Pattern: EVERY SEMESTER

E-Learning: BLENDED - Learning is done MAINLY online using interactive study materials in Canvas. Students receive guidance and support from online instructors via discussion forums and emails. This is supplemented with SOME face-to-face sessions. If the course has an exam component, this will be administered on-campus.

Synopsis:

BUS365 Selected Topics in Management aims to provide students with the latest concepts, trends and ideas on management issues from a Human Resource Development (HRD) perspective as practiced in the commercial world. In addition, emerging management thoughts and best practices from current research in management and HRD will also be covered.

Topics:

- Introduction to Employee Training and Development
- Strategic Training
- Needs Assessment
- Traditional Training Methods
- E-Learning and the Use of Technology in Training
- Learning Theories and Programme Design
- Transfer of Training
- Training Evaluation
- Employee Development and Career Management
- Social Responsibility: Legal Issues, Managing Diversity and Career Challenges

Textbooks:

: Employee Training and Development (Alt ISBN: 9781259535406-AA) 7th McGraw Hill
ISBN-13: 1308981239-AA

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ISBN-13: 9781308981239

Learning Outcome:

- Prepare a list of forces and challenges influencing management thoughts, practices and learning.
- Explain the influences of management training and development from a Singapore perspective.
- Evaluate how business and planning strategies influence management training and development.
- Examine issues associated with training needs analysis.
- Appraise the concepts of adult learning and transfer of training theories.
- Assess the Organisational & Training Evaluation model.
- Recommend suitable approaches to management training and development.
- Interpret issues on managing diversity in complex multicultural contexts.
- Analyse career development issues.
- Propose a plan that applies the latest management practices to improve the business.
- Develop essential knowledge and interpersonal skills, and apply online collaborative communication skills to work as teams.
- Demonstrate well developed written proficiency.
- Practise giving oral presentations in class in areas related to the latest issues in management.

Assessment Strategies:

Continuous Assessment Component	Weightage (%)
PRE-COURSE QUIZ	2
GROUP BASED ASSIGNMENT	38
PARTICIPATION	6
PRE-CLASS QUIZ	2
PRE-CLASS QUIZ	2
Sub-Total	50

Examinable Component	Weightage (%)
Written Exam	50
Sub-Total	50

Weightage Total **100**