Description: People Development

<table>
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<tr>
<th>Subject</th>
<th>Cat-nbr</th>
<th>Class</th>
<th>Term</th>
<th>Mode</th>
<th>Units</th>
<th>Campus</th>
</tr>
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<tbody>
<tr>
<td>MGT</td>
<td>2004</td>
<td>44180</td>
<td>2, 2005</td>
<td>EXT</td>
<td>1.00</td>
<td>Toowoomba</td>
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Academic group: FOBUS
Academic org: FOB003
Student contribution band: 2
ASCED code: 080303

STAFFING

Examiner: Cec Pedersen
Moderator: Don Smith

SYNOPSIS

It is well-known today that people are at the centre-stage of organisations’ strive towards being more successful. It is also generally acknowledged that the people employed by organisations have, in general, a tremendous amount of talent and potential. The challenge for organisations is often to unlock and develop this. Through doing so organisations may be able to not only develop the people, but the organisation as a whole. The underlying philosophy is therefore that through the development of human resources, organisations develop as well, and are hence put in a better position to be able to compete and be successful. This course deals with the emerging and interdisciplinary field that is broadly defined as human resource development. The main focus is on learning experiences and interventions that are intended to change and improve the behaviour and performance of the members of organisations in order to bring about improved organisational performance and personal growth. Students enrolled in this course will be required to regularly access WebCT electronic discussion boards and assessments via USQConnect. Appropriate computer and access facilities are therefore a requirement to successfully complete the course.

OBJECTIVES

On completion of this course students will be able to:

1. identify how and explain why HRD fits into organisational functioning and its relationship to learning and performance;
2. apply appropriate theories and principles to training and development;
3. understand the principles and applications of performance management to individual and organisational performance;
4. relate the changing nature of work to individuals and their careers; and
5. apply appropriate theories and principles to coaching, mentoring and diversity management for enhanced performance.
<table>
<thead>
<tr>
<th>TOPICS</th>
<th>Weighting (%)</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Theoretical Basis for Human Resource Development</td>
<td>20.00</td>
<td>- what is HRD and the main approaches to HRD?; conventional vs. contemporary paradigms; the relationship of HRD to HRM; individual and organisational learning and implications for HRD.</td>
</tr>
<tr>
<td>Planning, Managing and Reviewing Performance</td>
<td>25.00</td>
<td>- planning performance, reviewing and rewarding performance; managing unsatisfactory performance; and developing individual performance.</td>
</tr>
<tr>
<td>Theory and Practicalities of Training</td>
<td>30.00</td>
<td>- context of training in Australia; designing, delivering, assessing and evaluating training.</td>
</tr>
<tr>
<td>HRD Issues</td>
<td>25.00</td>
<td>- coaching, mentoring, career planning and development, and diversity issues involved in people development.</td>
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</tbody>
</table>

**TEXT and MATERIALS required to be PURCHASED or ACCESSED**

ALL textbooks and materials are available for purchase from USQ BOOKSHOP (unless otherwise stated). Orders may be placed via secure internet, free fax 1800642453, phone 07 46312742 (within Australia), or mail. Overseas students should fax +61 7 46311743, or phone +61 7 46312742. For costs, further details, and internet ordering, use the 'Textbook Search' facility at http://bookshop.usq.edu.au click 'Semester', then enter your 'Course Code' (no spaces).

Tovey, MD 2001, *Managing performance improvement*, Prentice Hall, Frenchs Forest, New South Wales.


**REFERENCE MATERIALS**

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

Training and Development in Australia - this is the journal of the Australian Institute of Training and Development.

Australian Human Resources Institute, *Asia Pacific Journal of Human Resources*, (Previously known as Asia/Pacific HRM)


**STUDENT WORKLOAD REQUIREMENTS**

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>HOURS</th>
</tr>
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<tbody>
<tr>
<td>Assessment</td>
<td>35.00</td>
</tr>
<tr>
<td>Directed Study</td>
<td>50.00</td>
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<tr>
<td>Private Study</td>
<td>80.00</td>
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</table>
ASSESSMENT DETAILS

<table>
<thead>
<tr>
<th>Description</th>
<th>Marks out of</th>
<th>Wtg(%)</th>
<th>Due date</th>
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</thead>
<tbody>
<tr>
<td>ASSIGNMENT 1</td>
<td>100.00</td>
<td>20.00</td>
<td>11 Aug 2005</td>
</tr>
<tr>
<td>ASSIGNMENT 2</td>
<td>100.00</td>
<td>40.00</td>
<td>15 Sep 2005</td>
</tr>
<tr>
<td>3 HOUR EXAMINATION</td>
<td>40.00</td>
<td>40.00</td>
<td>END S2 (see note 1)</td>
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</table>

NOTES
1. The examination is scheduled to be held in the end-of-semester examination period. Students will be advised of the official examination date after the timetable has been finalised.

IMPORTANT ASSESSMENT INFORMATION

1. Attendance requirements:
   If you are an international student in Australia, you are advised to attend all classes at your campus. For all other students, there are no attendance requirements for this course. However, it is the students' responsibility to study all material provided to them or required to be accessed by them to maximise their chance of meeting the objectives of the course and to be informed of course-related activities and administration.

2. Requirements for students to complete each assessment item satisfactorily:
   To complete the assignments satisfactorily, students must obtain at least 50% of the marks available for the assignments in aggregate. To complete the examination satisfactorily, students must obtain at least 50% of the marks available for the examination.

3. Penalties for late submission of required work:
   If students submit assignments after the due date without prior approval then a penalty of 20% of the total marks available for the assignment will apply for each working day late.

4. Requirements for student to be awarded a passing grade in the course:
   To be assured of receiving a passing grade a student must attempt all of the summative assessment items, achieve an aggregated mark of at least 50% in the total marks allocated for the assignments, achieve at least 50% in the examination, and at least 50% of the available weighted marks for the summative assessment items.

5. Method used to combine assessment results to attain final grade:
   The final grades for students will be assigned on the basis of the weighted aggregate of the marks (or grades) obtained for each of the summative assessment items in the course.

6. Examination information:
   This is a restricted examination. Candidates are allowed access to specific materials during the examination. The only materials that candidates may use in the examination for this course are (i) Writing materials: non-electronic and free from material which could give the student an unfair advantage in the examination; (ii) Translation dictionaries: with the Examiner's approval, candidates may, take an appropriate non-electronic translation dictionary into the examination. This will be subject to perusal and, if it is found to contain annotations or markings that could give the candidate an unfair advantage, it may be removed from the candidate's possession until the appropriate disciplinary action is completed.
7 Examination period when Deferred/Supplementary examinations will be held: Any Deferred or Supplementary examinations for this course will be held during the next examination period.

8 University Regulations: Students should read USQ Regulations 5.1 Definitions, 5.6. Assessment, and 5.10 Academic Misconduct for further information and to avoid actions which might contravene University Regulations. These regulations can be found at the URL http://www.usq.edu.au/corporateservices/calendar/part5.htm. Students should also read the Faculty of Business Guide to Policies and Procedures of the Faculty which can be found at the URL http://www.usq.edu.au/handbook/current/buspolproc.html.

**ASSESSMENT NOTES**

1 Assignments: (i) The due date for an assignment is the date by which a student must despatch the assignment to the USQ. The onus is on the student to provide proof of the despatch date, if requested by the Examiner. (ii) If requested, students will be required to provide a copy of an assignment submitted for assessment purposes. This should be despatched to the USQ within 24 hours of receipt of a request being made. (iii) The Examiner may grant an extension of the due date of an assignment in extenuating circumstances. Students may apply for an extension through the DEC before the due date or by including an application with the submitted assignment after the due date. Such applications should be in writing and include supporting documentary evidence. The authority for granting extensions rests with the relevant Examiner. (iv) The Examiner will normally only accept assessments that have been written, typed or printed on paper-based media. (v) Students who do not have regular access to postal services or who are otherwise disadvantaged by these regulations may be given special consideration. They should contact the Examiner to negotiate such special arrangements. (vi) In the event that a due date for an assignment falls on a local public holiday in their area, such as a Show holiday, the due date for the assignment will be the next day. Students are to note on the assignment cover the date of the public holiday for the Examiner's convenience.

2 Course Weightings: Course weightings of topics should not be interpreted as applying to the number of marks allocated to questions testing those topics in an examination paper.

**OTHER REQUIREMENTS**

1 Learning Resources: Prescribed text and materials (see above); prescribed reference materials (see above); printed Book(s) of Selected Readings; CD (compact disc); and course Website accessible via USQConnect. Print copies of some material contained on the CD may be purchased through the USQ Bookshop.