Access to Higher Education Unit

This unit forms part of an Access to HE Diploma. If delivering the graded version of this unit, please refer to the Provider Handbook for details on grading descriptors and the application of these across units within your programme.

Unit Title: Training and Development

Graded Unit Reference Number: GA33MAN05

Ungraded Unit Reference Number: UA33MAN05

Module: Management

Level: Three (3)

Credit Value: Three (3)

Minimum Guided Learning Hours: 30

Learning Outcome (The Learner will):	Assessment Criterion (The Learner can):
1. Understand the importance of effective training and development programmes for a business organisation	1.1 Describe what is meant by a performance gap
	1.2 Explain the potential consequence for a business of an ineffective approach to training and development of employees
	1.3 Describe the benefits of training and development for both the employee and the employer
	1.4 Explain how a Training Needs Analysis would be conducted in a given setting and how the results of the analysis might be used
	1.5 Evaluate the benefits and resource implications of different approaches to training and development, e.g. coaching and internal and external training courses
2. Understand theories relating to the development of skills among employees and their application	2.1 Explain how theories of learning and skills development can be applied in the workplace
	2.2 Describe Blanchard's Model of Situational Leadership and relate this to coaching strategies

The intellectual property rights remain with Open Awards.

2.3	Using case study material for a range of different situations, involving individuals and groups, describe the options for training and development of employees

The intellectual property rights remain with Open Awards.