

# Minnesota State University Moorhead

## COMM 317: Training and Development

### A. COURSE DESCRIPTION

Credits: 3

Lecture Hours/Week: 3

Lab Hours/Week: 0

OJT Hours/Week: \*.\*

Prerequisites: None

Corequisites: None

MnTC Goals: None

This course examines the application of communication theories in the context of training and development. Development, design, and presentation of training materials will be covered, along with facilitation of training sessions. Class includes significant experience in program development and implementation.

**B. COURSE EFFECTIVE DATES:** 09/09/2014 - Present

### C. OUTLINE OF MAJOR CONTENT AREAS

### D. LEARNING OUTCOMES (General)

1. Students will complete a workshop design.
2. Students will demonstrate training facilitation skills.
3. Students will develop a training module for distance delivery.
4. Students will develop learning needs assessment instruments.
5. Students will explore the role of training in business, education, and non-profit organizations.
6. Students will identify the qualities of effective training and organizational development programs.

### E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

### F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

### G. SPECIAL INFORMATION

None noted