TRAINING AND DEVELOPMENT
343b – 001 Winter 2008

GUIDELINES FOR
TRAINING AND DEVELOPMENT TRENDS RESEARCH REPORT

General Instructions:

Write a 10 - 12 page report that summarizes research you have conducted on past, current and future trends surrounding an area of training and development in Canada, North America or in another part of the world. The specific topic within training and development will be chosen by you and approved in advance through submission of a short abstract. Pick a topic or question that is interesting to you and **that is clearly related to this course**. You may be inspired by a personal training experience, an article in a newspaper or business magazine, a personal experience, or one of the topics from our textbook Managing Performance Through Training and Development. (Saks and Haccoun)

For research information, choose full articles from academic journals, recently published books, professional and business magazines, professional associations, the internet and interviews with experts. Note that the course textbook, and other textbooks, may serve as the *inspiration* of your research by *acquainting* you with a topic, **but textbooks are not considered to be a research resource for this assignment**. You are expected to use a variety of resources and explore the topic *in depth* on your own. Your task is to determine what new trends are emerging in training and development with respect to your area of interest. Use InfoTrac, ProQuest and other search engines as well as the Business Library to get started, and go from there.

Format and Structure of the report:

Overall, your report should provide an indication of what resources informed your research; where things have stood historically with your topic; trends now emerging in that area; why such changes are occurring; and the future impact of the trend on individuals, organizations and/or society. **Structure your report using the following headings and content:**

1. **Research Purpose:**   (Approx. ¼ to ½ a page)
   State the purpose of your research. What were you trying to find out when you began to research your topic? Why is this training and development issue important to you?

2. **Literature Review**   (Approx. 3/4 of a page)
   List and describe three or four *key* resources you selected and how they contributed to your understanding of the topic and overall research. Be very brief, providing the title of the resource and the author, plus only 2 – 4 lines describing each item you list. (Note: you may have used a number of resources – choose the ones that contributed the most to list in your lit review to keep it brief.)

3. **Findings**
   Summarize and compare your findings on the topic with past and current theory and practice(s) and/or situation(s) in which such training and development have been utilized or offered. In other words, what's new and different about your topic from where it has been in the past, what trend(s) seem to be emerging, and why do you think this may be a trend?

4. **General Implications**   **(At least 1 page – Note that you don't have to cover all four areas.)**

Summarize the implications of your findings. Why are your findings important? Who or what is being impacted when you consider individuals, teams and/or organizations, and how are they being impacted? What impact (if any) will this trend have on development of small business, non-profit organizations or public sector organizations? Is it particularly relevant to very large or multi-national organizations? How will it impact the overall fields of training and development or human resources management? Small business management? Pick what is really important in your view and analyze the implications.

5. **Personal Insights**   **(Approx. ½ - 1 page)**

Describe insights you have gathered as a result of your research into the science and practice of training and development. Did your research yield value or provide answers you weren't expecting? Were you satisfied with your findings or has it produced still more questions you would like to pursue? What kinds of questions would you pursue next? Why?

Research Report Submission instructions and deadlines:

Format:
Correct grammar, spelling and punctuation are required. Your report should be double spaced, using Times New Roman 12 Font. Use MLA standards for citation and references. Include a properly formatted reference or works cited page. Provide a front cover sheet with the title of your report, the course name and number, your name and student number, and the date of submission.

Submission Process and Deadlines:

Abstract: Decide what topic you plan to write about and submit your training related topic of exploration to me in a one page abstract **by beginning of class March 7, 2008.** List at least 3 resources you have found in your preliminary review of the literature, and that you feel you *might* use for your research. **Note: Late submission of the <u>abstract </u>will result in a penalty of 5% off your final mark on the assignment.   The abstract is a requirement of the overall research assignment.**

Research Trends Report: Submit a hard copy of your finished Training Research Report to me at the **beginning of class March 28, 2008**. In addition, submit a digital copy of the Report to Turnitin.com the same date, including your cover page. (A Turnitin.com Class ID and password will be provided to you in class.) **Note: <u>A penalty of 5% for the first day and 2% for each day thereafter including each day of a weekend or holiday shall apply to all late assignments.</u>**

If you need help:

If you wish to discuss resources or topics please make an appointment to see me. I will be happy to help you find something interesting to write about and to guide you in your research. See the Course Outline for contact information and office hours. I am best reached by e-mail and try to reply to such messages promptly.

Note that this assignment is subject to all the same terms and conditions stated in the section on cheating and academic misconduct contained in the Course Outline. (Submitting a paper previously written by you and for which credit has been given or is being sought elsewhere in the University is unacceptable for credit in this course.)