

Business Administration

Course Number: **BUAD 247**

Course Title: **TRAINING and DEVELOPMENT**

Credits: 3

Calendar Description: Formerly part of BUAD 271 This course provides an in-depth study of training and development. Topics include legislation, needs analysis, program 6(op)tn,



Professors

Name	Phone number	Office	Email
Dr. Susan Thomas <i>Course Captain</i>	Email contact only	K: B141	

Evaluation Procedure

Training Manual group work	20%
Mid-term Exam	20%
Micro - Training (Presentation) individual work	20%
Activities and Quizzes in Moodle	10%
Final Exam	30%
Total	100%

Notes

Students must earn half of all available marks on the exams to achieve a passing grade in the course.

Training manual is group work. Marks will be impacted by peer feedback.



Course Schedule

Date	Topic	Textbook	Deadline/Deliverables
2022 Week of:	Wednesday, January 5 - Classes Start Monday, February 21 - Statutory Holiday (no classes) Tuesday, February 22 Friday, February 25 Mid-sem		

SKILLS ACROSS THE BUSINESS CURRICULUM

The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

STUDENT CONDUCT AND ACADEMIC HONESTY

What is the Disruption of Instructional Activities?

examinations, lectures, seminars, tutorials, group meetings, other related activities, and with students using the study for disruption of instructional activities include a range of sanctions from a warning and/or a failing grade on an assignment, examination or course to suspension from OC.

What is Cheating?

use is made of books, notes, diagrams or other aids excluding those authorized by the examiner. It includes communicating with others for the purpose of obtaining information, copying from the work of others and purposely exposing or conveying information to other students who

Students must submit independently written work. Students may not write joint or collaborative assignments with other students unless the instructor approves it in advance as a group/team project. Students who share their work with other students are equally involved in cheating.

What is Plagiarism?

It is the serious academic offence of reproducing permission for course credit towards a certificate, diploma, degree and/or professional designation. The defining characteristic is that the work is not yours.

a copy of material from a journal article, a book chapter, data from the Internet, another student, work submitted for credit in another course or from other sources.

because of poor or inadequate practices. Unintentional plagiarism is a failure of scholarship; intentional plagiarism is an act of dece