

A Study on Effectiveness of Training and Development in Sanjay Ghodawat Polytechnic, Atigre

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Abstract: *Present study is undertaken in Sanjay Ghodawat Polytechnic, Atigre which is well known educational institute. Institute believes that education can become firm base of student dream and help them to contribute towards self and thereby national technical growth. This polytechnic shape 10th class student into professional engineer within a span of three years. During this period students learn various skills and develop competencies in themselves through curriculum and examinations. To maintain quality and quantitative product is challenge in front of institute. In the process of achieving goal faculties play a very important role. Therefore it is necessary to train the faculties to develop them in both technical and nontechnical domain. This development will contribute in overall performance of institute*

Keywords: Training, Development, efficiency, effectiveness

1. Introduction

Training is simply a process of assisting a person for enhancing his efficiency and effectiveness to a particular work area by getting more knowledge and practices. Also, training is important to establish specific skills, abilities and knowledge to an employee. For an any organization, training and development are important as well as organizational growth, because the organizational growth and profit are also dependent on the training. But the training is not a core of organizational development. It is a function of the organizational development. Training is different form education; particularly formal education. The education is concerned mainly with enhancement of knowledge, but the aims of training are increasing knowledge while changing attitudes and competences in good manner. After good training programme, all different type skilled one group of employees can get in to similar capacity, similar skilled group. That is an advantage of the trainings. Every organization has its own culture. People in an organization are most important assets. They can make or break the fortunes of an institute. So, a well-planned training program will develop the creative faculties of the trainees and orient them to the practical aspect of today's technological growth. Therefore it is important for any organization to train more and more of its employees to develop skills and abilities relevant to the assigned job. Training and Development is the framework for helping employees to develop their personal and organizational skills, knowledge, and abilities. The focus of all aspects of Human Resource Development is on developing the most superior workforce so that the organization and individual employees can accomplish their work goals in service to customers.

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2. Theoretical Background

2.1 Training Need Identification for an organization

Training need identification is a tool utilized to identify what educational courses or activities should be provided to employees to improve their work productivity. Here the focus should be placed on needs as opposed to desires of the employees for a constructive outcome. In order to emphasize the importance of training need identification we can focus on the following areas: -

- To pinpoint if training will make a difference in productivity and the bottom line.
- To decide what specific training each employee needs and what will improve his or her job performance.
- To differentiate between the need for training and organizational issues and bring about a match between individual aspirations and organizational goals.

Identification of training needs (ITN), if done properly, provides the basis on which all other training activities can be considered. Also requiring careful thought and analysis, it is a process that needs to be carried out with sensitivity as people's learning is important to them, and the reputation of the organization is also at stake.

Identification of training needs is important from both the organisational point of view as well as from an individual's point of view. From an organisation's point of view it is important because an organization has objectives that it wants to achieve for the benefit of all stakeholders or members, including owners, employees, customers, suppliers, and neighbours. These objectives can be achieved only through harnessing the abilities of its people, releasing

potential and maximizing opportunities for development. Therefore people must know what they need to learn in order to achieve organizational goals. Similarly if seen from an individual's point of view, people have aspirations, they want to develop and in order to learn and use new abilities, people need appropriate opportunities, resources, and

conditions. Therefore, to meet people's aspirations, the organization must provide effective and attractive learning resources and conditions. And it is also important to see that there is a suitable match between achieving organizational goals and providing attractive learning opportunities.

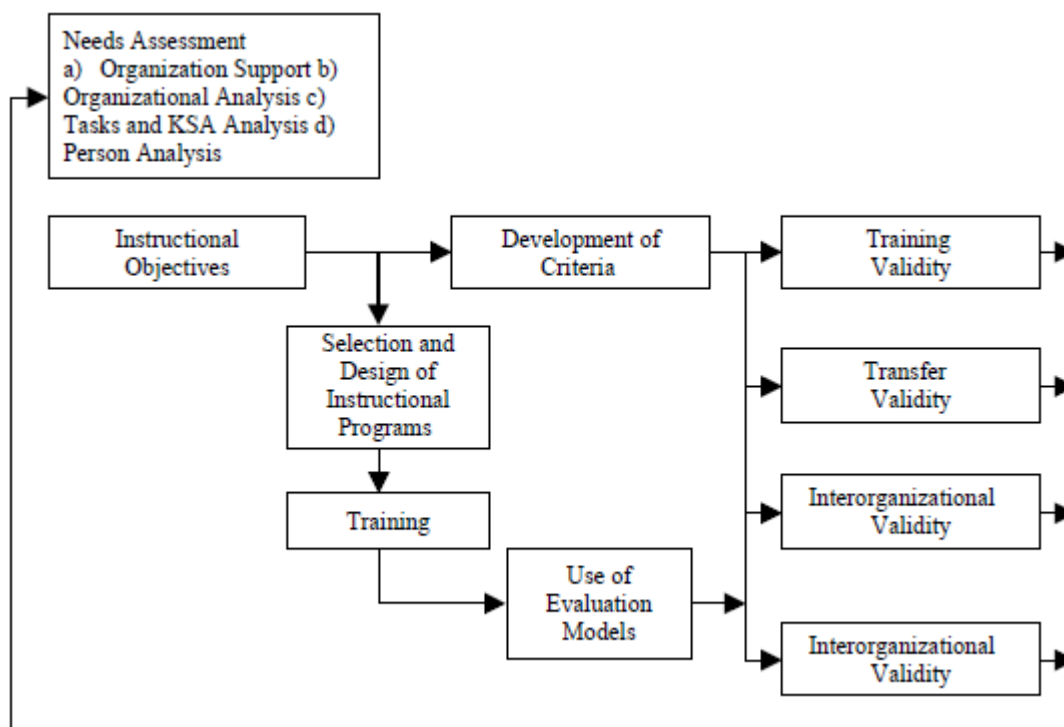


Figure (a): Training Process

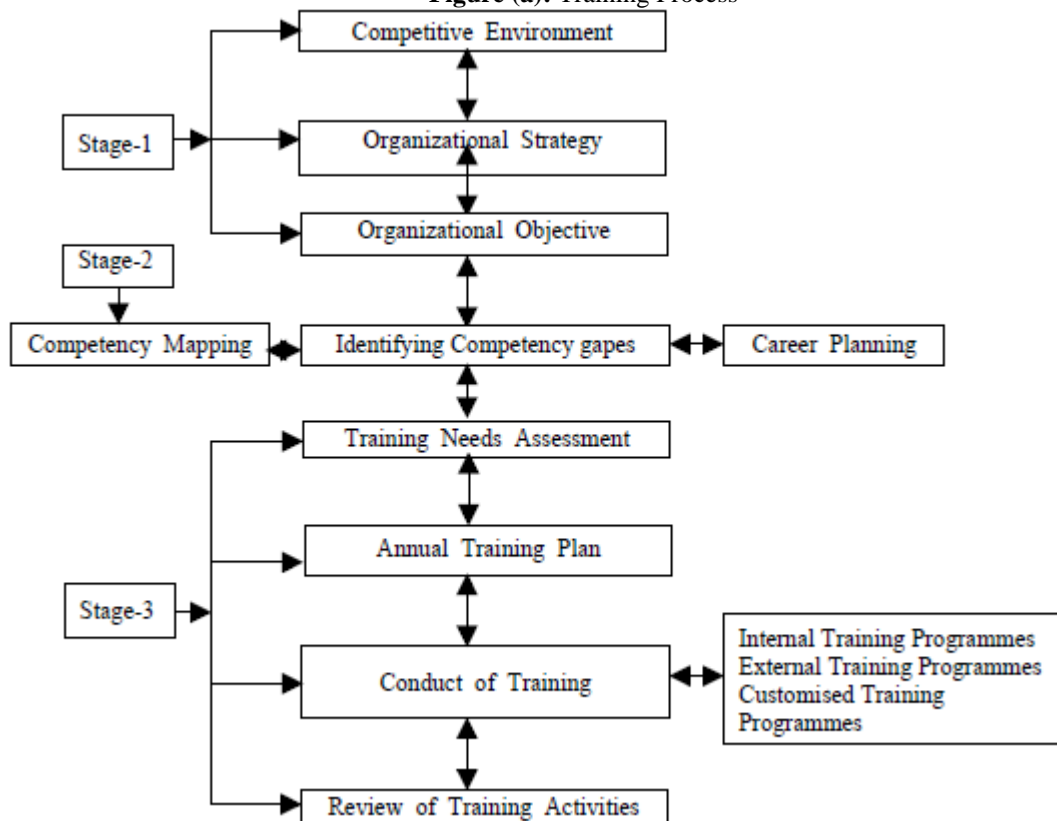


Figure (b): Development Process

3. Data Presentation and Analysis

3.1 Research

The primary objective of my study at Sanjay Ghodawat Polytechnic, Atigre is to study effectiveness of training and development and development.

My another objective is to apply my learning in the area of Human Resources so that I gain significant practical knowledge and Understand the nature and importance of training and development

This research provides me with an opportunity to explore in the field of Human Resources. This research also provides the feedback of people involved in the Training and development process Apart from that it would provide me a great deal of exposure to interact with the institute which is having world class infrastructure with well equipped labs and highly qualified staff in the field of technical education.

3.2 Research Methodology

Research is the “the manipulation of things, concepts of symbols for the purpose of generalizing to extend, correct or verify knowledge, whether that knowledge aids in construction of theory or in the practice of an art.” The Research Methodology followed for further work can be primarily classified into two stages namely Exploratory and Descriptive. The stepwise details of the research are as follows:

3.2.1 Stage – I : Exploratory Study

Since we always lack a clear idea of the problems one will meet during the study, carrying out an exploratory study is particularly useful. It helped develop my concepts more clearly, establish priorities and in improve the final research design. Exploratory study will be carried out by conducting secondary data analysis which included studying the website (www.sgipolytechnic.in) of the institute and also going through the various articles published in different sources (magazines, books, internet, newspapers) on employee Training and development process. Experience surveys also conduct with teaching, non-teaching (technical) and Principal of the institute, to gain knowledge about the nature

of Training and development process followed in the organization.

Along with this, questionnaire has been prepared and it is divided into three different section which gives consideration of different aspect of research study.

3.2.2 Stage – II : Descriptive Study:

After carrying out initial Exploratory studies to bring clarity on the subject under study, Descriptive study will be carried out to know the actual Training and Development method being followed. The knowledge of actual training and development process is needed to document the process and to observe the effectiveness. The tools used to carry out Descriptive study included both questionnaire and Interrogation.

The following questionnaire has been prepared and survey is carried out from 10% of total regular staff of in Sanjay Ghodawat Polytechnic, Atigre.

3.3 Analysis

The complete data was checked, classified, numbered, tabulated, and the results were highlighted by preparing tables. Percentage was calculated wherever necessary for better analysis and interpretation. Charts are used for data interpretations for better look and better understanding of report. Following description shows some sample questions and its interpretation after survey.

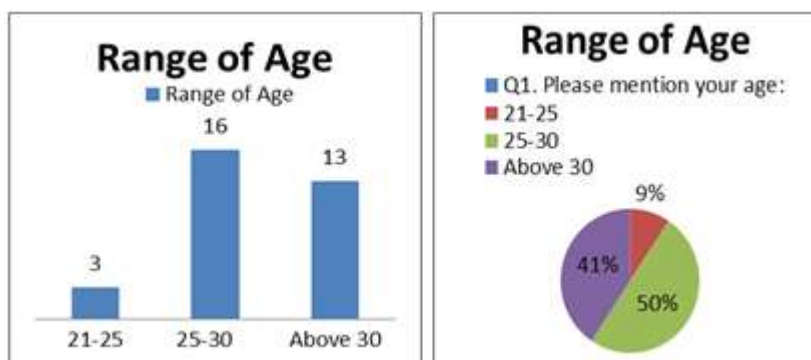
3.3.1 Section I:- Exploratory Study

Exploratory study helped to understand about detail working profile employees.

Table 1: Shows range of employee age

Particulars	No. Of Employee
21-25	3
26-30	16
Above 30	13

Interpretation: The above table depicts that, range of employee age. Out of total respondents, 9% are in the age of 21-25, 50% are in the range of 26-30, and 41% are above 30. Following graph represents details:



Graph 1

3.3.2 Descriptive Study

After carrying out initial Exploratory studies to bring clarity on the subject under study, Descriptive study is be carried out in two different section

- Section II:-To know the organization culture and environment and
- Section III:- To study actual Training and Development method being followed.

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The detail analysis of exploratory study is as follows:

a) Section II:-To know the organization culture and environment:

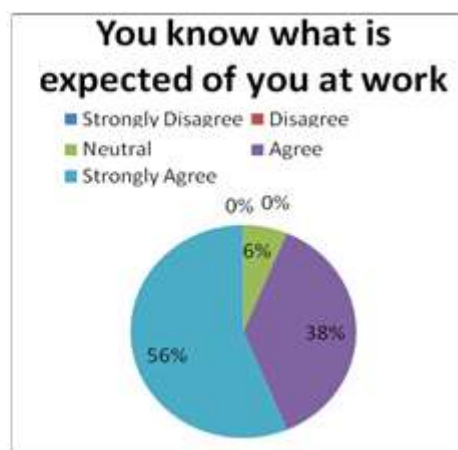
Question: You know what is expected of you at work

Table 2

Particulars	No. of Employee
Strongly Disagree	0
Disagree	0
Neutral	2
Agree	12
Strongly Agree	18



Interpretation The above table states that that, out of total respondents 0% employees are strongly disagree and disagree 6% are neutral, 38% are agree and 56% are strongly agree as shown below:



Graph 2

b) Section III:- To study actual Training and Development method being followed.

Question: Has institutes organizes a training and development programme?

Table 3

Particulars	No. Of Employee	Percentage (in %)
Yes	31	96.875
No	0	0

Interpretation The above table states that that, out of total respondents 96.88% employees says that institute organizes training and development program and 0% does not agree with this statement as shown below. (2 people keeps this question as unanswered so percentage is not 100%)



Graph 3

4. Findings, Suggestions and Conclusions

4.1 Findings of The Study

- 1) Almost all the employees have positive opinion towards the satisfaction level on present training methods which is followed by the institute.
- 2) Training and development programs of the institute has positive impact on employees jobs in various ways like, increase in efficiency, lesser errors, high involvement. It helps to create positive results and good work environment in the organization Also this used develop competencies in student
- 3) Almost all the employees are very clear about the training programs and its objectives, well before attending training.
- 4) Most of the employees have attended training and development programs to upgrade their skills and knowledge levels.

4.2 Suggestions

- 1) The organization has to concentrate more on employees who are not satisfied with the present training methods; they have to be counseled to know their reasons for not being satisfied. So that effectiveness can be achieved.
- 2) The identification of the training needs should be done in view of fast changing technology, management practices and infrastructure.
- 3) There should be standard measures before and after each training program on level of knowledge, skills, attitudes and behavior. This help to measure its effectiveness more accurately.

- 4) There should be prior discussion between HRD department of institute and employees, regarding types of trainings which they think is more helpful in development
- 5) Institute should arrange the training program in such a way that, each staff will attain at least 2 or more training and development programs in an academic year.

4.3 Conclusion

The training and development program adopted in Sanjay Ghodawat Polytechnic, Atigre is mainly concentrated on areas like technical skills and knowledge, Personality Development and Improving Soft skills and Communication Skills. Most of the respondents rated as good and excellent towards the overall quality and effectiveness of the training and development programs and satisfied with the present training methods. The institutes also has to concentrate on small percentage of respondents who are not satisfied with training programs as they did not help to faculty to overcome their short comings or work related problems. Finally the training and development programs provided in Sanjay Ghodawat Polytechnic, Atigre are found to be effective, credible and commendable, which can be improved further.

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