

113-1

員工訓練

星期四: 6:10 - 9 pm
社科院 509 教室

By

Wen-Rou Huang (黃文柔)
社科院
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Instructor Introduction

Education

- PhD, Ohio State University
- MLHR, Ohio State University
- MA, Ohio State University
- BBA, Tunghai University, Taiwan

Areas of Expertise

- Training and development
- Structured on-the-job training
- Trainee motivation
- Trainee personality
- Training evaluation
- Influence of organizational and individual characteristics on training effectiveness
- Staffing and selection system design
- International human resource management

Course Objectives

This course aims at understanding the process of effective training and development of human resource to pursue the organizational goals and analyzing those elements essential to such a process. Theories, principles, and practical cases of the employee training and development are covered. Discussion of the case studies will be included to ensure that students are able to effectively train and develop the human resource in the organization. Students who complete this course will gain the fundamental concepts in training areas and be able to apply the knowledge to the work.

Textbook Book

Employee Training and Development (Raymond A. Noe)

學期成績計算項目及權重標準如下：

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|---|-----|
| A. 課堂討論 (Class Discussion & Attendance) | 35% |
| B. 個人報告(Individual Project): 3/5 | 30% |
| C. 團體報告 (Group Project) | 35% |
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- 上課出席 (Attendance)及參與課堂討論 (Participation in classroom discussion)：每位學生均需參與課堂上所進行的主題討論，提出問題、並回答問題。
 - 研討報告 –每個學生需提出公司實際的訓練問題,並提出策略與方案加以解決，將內容彙整後寫成書面報告，並於繳交期限內繳交給教師。

授課進度及閱讀教材：

Weeks	Topic	Assignments	
01 9/12	課程介紹	Autobiography	
02 9/19	甚麼是人管?		
03 9/26	甚麼是訓練?	Chapter 1	
04 10/3 出國 (國際會議)	No class		
05 10/10 國慶日 9:10am - 12:00pm (不放假補 10/3 的課)	策略性訓練	Chapter 2	
05 10/10 國慶日 6:10pm - 9:00pm (不放假正常上課)	需求分析	Chapter 3	
06 10/17	員工的內在特質	OB	Paper 1 Deadline:10/23 11:59pm
07 10/24	學習理論	Chapter 4	
08 10/31	學習理論 & 訓練移轉	Chapter 4 & 5	
09 11/7	期中報告/ Q&A & Case study		Group project
10 11/14	訓練移轉 & 課程設計	Chapter 4 & 5	Paper 2 Deadline:11/20 11:59pm
11 11/21	訓練評估	Chapter 6	
12 11/28	訓練評估 (Job training satisfaction)	Chapter 6	Paper 3 Deadline:12/4 11:59pm
13 12/5	訓練方法	Chapter 7 & 8	
14 12/12	領導人訓練	PPT & 個案	Paper 4 Deadline:12/18 11:59pm
15 12/19	國際人管	PPT & 個案	Paper 5 Deadline:12/25 11:59pm
16 12/26	期末報告		Individual paper due Group paper due

備註:標示 paper 的那週為提醒大家寫 paper，繳交時間為下週三晚上 12:00 前