

# TRAINING & DEVELOPMENT (TDEV)

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## **TDEV 602 Foundations of Continuing Education and Training (3-4)**

Introduces the student to the historical, social, and political aspects of continuing education and training. It includes delivery systems in formal and informal settings in business and industry, governmental and community agencies, higher education, continuing professional education, community education, religion, health care and gerontology.

**Restrictions:** Enrollment is limited to students with a program in Training Specialist Cert, Training and Development or Training Development. Enrollment is limited to Graduate level students. Enrollment limited to students in the Business Health Admin. or Business Health Admin. colleges.

## **TDEV 612 Adult Learning and Development (3-4)**

Presents adult learning theory as it applies to factors that influence and facilitate adult participation and learning. It examines various theories of physiological, psychological and social adult development.

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## **TDEV 622 Needs Analysis, Instructional Design, and Assessment (3-4)**

Presents the principles and processes for assessing both strategic organizational and individual learner needs to identify potential instructional needs. Instructional design and development are approached from a performance-based perspective and include such topics as: establishing objectives, utilizing educational technology, and measuring learning outcomes.

**Restrictions:** Enrollment is limited to students with a program in Human Resource Mgmt Certificat, Performance Improvement Cert, Training Specialist Cert, Human Resource Management, Management - Self Design (MBA), Training and Development, Management - Self Design (MS), Performance Improvement or Training Development. Enrollment is limited to Graduate level students. Enrollment limited to students in the Business Health Admin. or Business Health Admin. colleges.

## **TDEV 624 Managing Training and Development (3-4)**

Examines management processes and responsibilities as they pertain to training and development programs. It includes management functions such as planning, organizing, staffing, motivating and controlling. There is special emphasis on the manager as an internal performance consultant. The course addresses the processes of influence, collaboration and negotiation as they apply to the role of a manager of learning programs for adults.

**Restrictions:** Enrollment is limited to students with a program in Mgmt of Trng Dvlpmnt Cert., Training Specialist Cert, Health Administration, Management - Self Design (MBA), Management - Self Design (MS), Self Design TDEV, Management of Training/Dev or Mngt of Train Development. Enrollment is limited to Graduate level students. Enrollment limited to students in the Business Health Admin., Business Health Admin. or Business Health Admin. colleges.

## **TDEV 632 Program Development (3-4)**

Presents research methods to determine educational program needs. Students establish program objectives, design and schedule offerings, and establish procedures for accountability. Research methods are selected to most accurately evaluate program effectiveness. Program planning strategies are addressed for both primary site delivery and distance education.

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## **TDEV 634 Marketing of Training and Development (3-4)**

Examines the concepts in marketing continuing education and training programs to both internal and external audiences. It uses the approach that learning programs must be developed as a service or a product that is priced, placed and promoted. This is true whether the target market is internal or external to the organization, whether the program is mandatory or optional, or whether it is expected to be revenue generating, cost recovery, or conform to a budget.

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## **TDEV 642 E-Learning: Evolving Theory and Practice (3-4)**

This course addresses the development, delivery, and management of blended learning and eLearning within the context of distance learning programs. The course covers current definitions and research, instructional design for eLearning, teaching strategies and materials, and assessment of student learning outcomes. It considers learner and instructor characteristics that lead to successful eLearning. Students analyze various distance learning technology options, enabling them to better select the most appropriate delivery systems. Management strategies are examined in the light of the most current technologies and practices.

**Restrictions:** Enrollment is limited to students with a major in Training Specialist Cert or Training Development. Enrollment limited to students in the Business Health Admin. college.

## **TDEV 652 Change Management and Strategic Planning (3-4)**

Explores the issues and the practice of leadership in continuing education and training. It takes a project management approach to long-range strategic planning, developing and refining mission statements, integrating education and training into organizational goals, manage both classroom and technology assisted learning, and developing and implementing budgets.

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**TDEV 662 Interpersonal and Group Communication (3-4)**

Addresses issues of effective communication in the workplace and in the classroom. Methods of successful communication in both face-to-face and electronic situations will be explored. Many forms and purposes of communication will be covered. They include verbal and non-verbal messages; formal and informal presentations; one-on-one, small group and large group facilitation.

**Restrictions:** Enrollment is limited to students with a program in Training Specialist Cert, Management, Management - Self Design (MS) or Training Development. Enrollment is limited to Graduate level students. Enrollment limited to students in the Business Health Admin. or Business Health Admin. colleges.

**TDEV 672 Management of E-Learning (3-4)**

Principles of management strategies are examined in the administration of e-learning technology systems. Best practices in establishing policies, processes and procedures are addressed. Consideration is given to effective technologies, budgets and legal issues. Plans are developed for the support of learners and faculty. Evaluation processes include benchmarking and data tracking.

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**TDEV 673 Facilitating E-Learning Instructional Strategies (3)**

Introduces learners to the process of facilitating teaching strategies for use in online education and training. Learners will evaluate the relationship between instructional design and technology and have the opportunity to apply the instructional development process as it relates to adult online learning. The course will help students to develop skills in designing experiences and learning activities that will engage learners in an online learning environment. Learners will develop effective online learning facilitation skills as well as design and facilitate activities for an online course.

**Restrictions:** Enrollment is limited to students with a program in Training Specialist Cert, Instr Design Online Learn Conc, Instr Design Online Lrn Cert, Management - Self Design (MS) or Self Design TDEV. Enrollment limited to students in the Business Health Admin. or Business Health Admin. colleges.

**TDEV 674 Survey of Multimedia (3)**

A well-rounded knowledge of multimedia, as an expression of e-learning will be achieved through an exploration of its different forms and uses encompassing perspectives from the broad to the granular. The emphasis will be placed on analyzing learning objectives and matching these with various multimedia solutions that can be created or may be found in the e-learning marketplace, informed by a careful and critical scrutiny of software for its usefulness in achieving goals and its usability, with an awareness of product life cycles and trends. The value and necessity of collaboration and leadership in pursuing multimedia initiatives is also emphasized.

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**TDEV 675 Development of Multimedia Materials (3)**

Principles of systematic instructional design are applied to the development of e-learning solutions. Generative learning strategies in the form of multimedia learning objects are devised. Emphasis is placed on the appropriateness of multimedia and media-related objects for addressing key instructional considerations, including performance support, assessment and instructional strategies.

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**TDEV 682 Applied Research and Evaluation (3)**

Provides students with strategies for developing research for practical application in continuing education and training. Students will develop questionnaires, focus groups, and interviews for the purpose of needs assessment and evaluation. Standards of evaluation will be applied for useful, effective and ethical results.

**Restrictions:** Enrollment is limited to students with a major in Management or Training Development. Enrollment is limited to students with a concentration in Management - Self Design (MS). Enrollment limited to students in the Business Health Admin. or Business Health Admin. colleges.

**TDEV 690 Comprehensive Project (3-4)**

Is a capstone experience to be taken in the student's last semester. It provides an opportunity for the student to synthesize his or her learning experience in a self-directed project. The project should focus in the student's concentration of study and reflect his or her learning throughout the curriculum. It should have a sponsoring organization that will utilize the resulting service or product. The student will collaborate with an appropriate mentor/expert in the content area of his or her project as well as with the academic advisor. If necessary, the student will receive assistance in identifying a sponsoring organization and a mentor/expert. A representative from the sponsoring organization, the mentor/expert, and the academic advisor will evaluate the project. The student must have completed a minimum of 32 credit hours and maintain at least a 3.0 grade point average in the program to take this course.

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**TDEV 692 Internship in Training & Devel (1-6)**

Provides an experience designed to enhance and deepen a student's competence in one or more areas of study while offering the opportunity to integrate theory and practice. The internship will be conducted in a professional capacity in a work setting under the supervision of University faculty.

**TDEV 696 Independent Study (1-4)**

Allows students to select their own topic of investigation and determine their own way of pursuing and reporting work. A faculty advisor serves as a resource person. Students provide goals, materials and criteria for evaluation.

**Restrictions:** Enrollment is limited to Graduate level students.