

A STUDY ON EVALUATION OF NEED AND ASSESSMENT OF TRAINING PROGRAM IN INSTRUMENTATION LIMITED

[With special reference to palakkad ,kerala.]

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Abstract

The word training is an encompassing term, which is often used in describing changes occurring in our behaviours because of an experience we have encountered of some point in our lives. We usually call it as training. Every organization needs to have well trained and experienced people to perform the activities that have to be done. The present study has made to STUDY ON EVALUATION OF A NEED AND ASSESSMENT OF TRAINING PROGRAM IN INSTRUMENTATION LIMITED, palakkad , kerala. The primary data were collected purely on random basis from 50 sample respondents. The study found that Instrumentation ltd provides a well organized training program. This will help the employees to achieve the organizational goals. The Training programs are conducted weekly, monthly, half yearly, quarterly & annually and Scientific training methods are implemented for the technological development by means of the job rotation, job enrichment, class room training.

KeyWord: TRAINING ,ASSESSMENT NEED

INTRODUCTION OF THE STUDY

During the last hundred years in the training and development field, it has seen many rapidly changes and still continuous experiencing them in its head long rush to keep up with the evolutionary process of adaption to an ever changing world an its ever changing technology. With this comes the never ending process of developing new learning process and methods to meet this technology. The word training is an encompassing term, which is often used in describing changes occurring in our behaviors because of an experience we have encountered of some point in our lives. We usually call it as training.

Every organization needs to have well trained and experienced people to perform the activities that have to be done. If the current potential of job occupant can meet this requirement, training is not important. But when this is not case it is necessary to raise the skill level & increase the veracity of employee. In adequate job performance of a decline in productive or changes resulting out of job redesigning or technology break through require some type of training and development effort.

INSTRUMENTATION LTD; PALAKKAD

Self reliance in control and instrumentation and growing need for an indigenous source of supply of C & I system for core industries like power steel, oil, gas, refineries, petro chemicals & chemicals. It was to achieve this prime objectives that instrumentation ltd (ILP) was established at kola Rajasthan in 1964. This unit started manufacturing a wide range of electronics & pneumatic instruments in collaboration with world renowned leaders like Toshiba, Japan; H & B, Germany; Fuji electronics; Japan, ABB, U K, Kyosan BV, Japan.

The second unit was established exactly a decade later at Palakkad dedicated to the manufacture of control valves, butterfly valves, pressure reducing valves & equipments required for the C & I packages being supplied by IL on a turnkey basis.

MEANING & DEFINITION OF TRAINING

Training may be viewed as a systematic & planned process which has its organizational purpose to import & provide learning experiences that will bring about improvement in an employee & thus enabling him to make his contribution in greater measure in meeting the goals and objectives of an organization.

Training is an organized procedure for increasing the knowledge & skill of people for a specific purpose. The trainees acquire new skill technical knowledge ,problem solving ability etc. It also gives an awareness of the rules and procedures to guide their behavior. Training improves the performance of employee an present jobs & prepares them for taking up new assignments in future.

According to Edwin B Flipo “Training is the act of increasing the knowledge & skill of an employee for doing a particular job”.

IMPORTANCE OF TRAINING

Training enables the employees acquainted with jobs & also to increase their aptitudes & skills & knowledge. Training is continuous & never ending process. Therefore a training program is to be planned & well executed.

1. Increase in efficiency and productivity
2. Elimination & wastage
3. Less learning cost & period
4. Less supervision
5. Higher employee market
6. Reduction in employee grievances
7. Reduction in accidents & breakdown
8. Personal development
9. Better organizational climate
10. Future requirement

OBJECTIVES OS STUDY

The main objective of the study is to evaluate training program implemented by the company & to assess the needs of the officers for determining the type of training to be implemented. The following are the other objectives;

1. To study the perception of the employer who undergo training.
2. To study about the training procedure of the company.
3. To find out better methods.
4. To evaluate the performance of the employees before & after the training.
5. To analyze the attitude of employees towards training.

RESEARCH METHODOLOGY

In any study of research a proper reason of analysis is essential for reaching the goal or an effective solution to the problem. This reasoning can be done in a research study with the help of research methodology.

Research methodology is a way to systematically solve the problem. It may be understood as a science of studying how research is done scientifically. The present study is evaluation of need 7 assessment of training. The research was done to find out the effectiveness of training & development programs conducted in the organization.

SAMPLE SIZE

Under this study the size of the sample is taken as ' 50.

TOOLS FOR DATA ANALYSIS

Tables and diagrams.

SOURCES OF DATA

In this study, there are two type of data which are used to collect the information. They are;

- **PRIMARY DATA**

The primary data are the data which collected for the first time. The tools used for the data collection is

1. QUESTIONNAIRE
2. PERSONAL INTERVIEW

- **SECONDARY DATA**

Secondary data used in this study were collected from the company records, annual report & through internet.

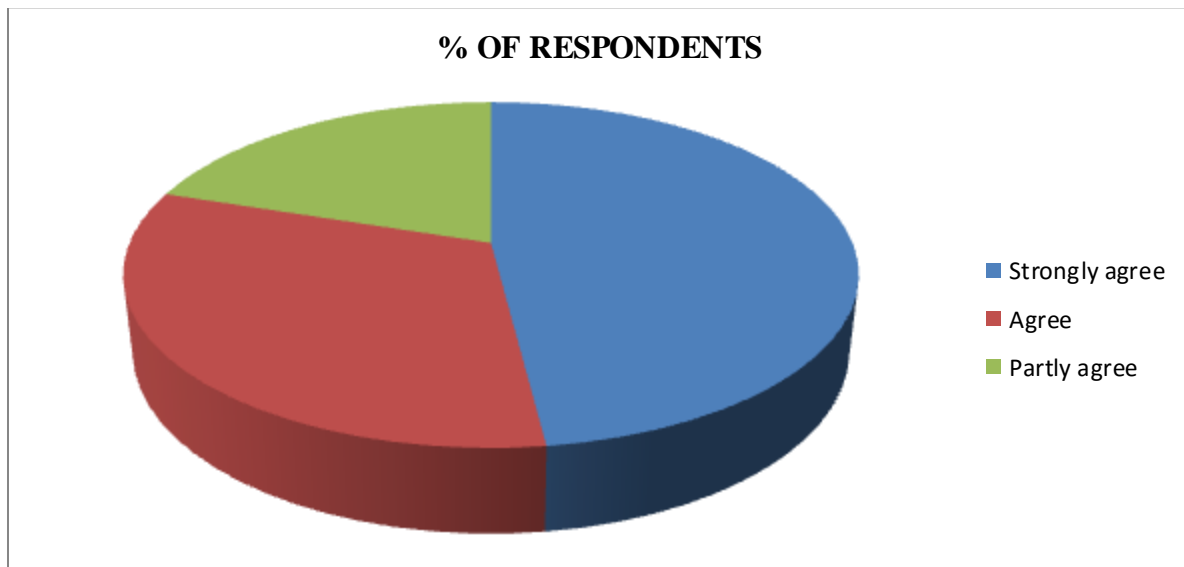
RESEARCH DESIGN

The nature of research design was descriptive research study. The studies are the concerned with describing the characteristics of particular individual of a group. The study describes the level factors of stress faced by the employees & starts of instrumentation Ltd. Kanjikode, plakkad.

1. INSTRUMENTATION LTD HAS A WELL ORGANIZED TRAINING PROGRAM AIMED TO ACHIEVE PRODUCTIVITY

TABLE 1

Response	No. of respondents	Percentage
Strongly agree	24	48
Agree	16	32
Partly agree	10	20
Total	50	100

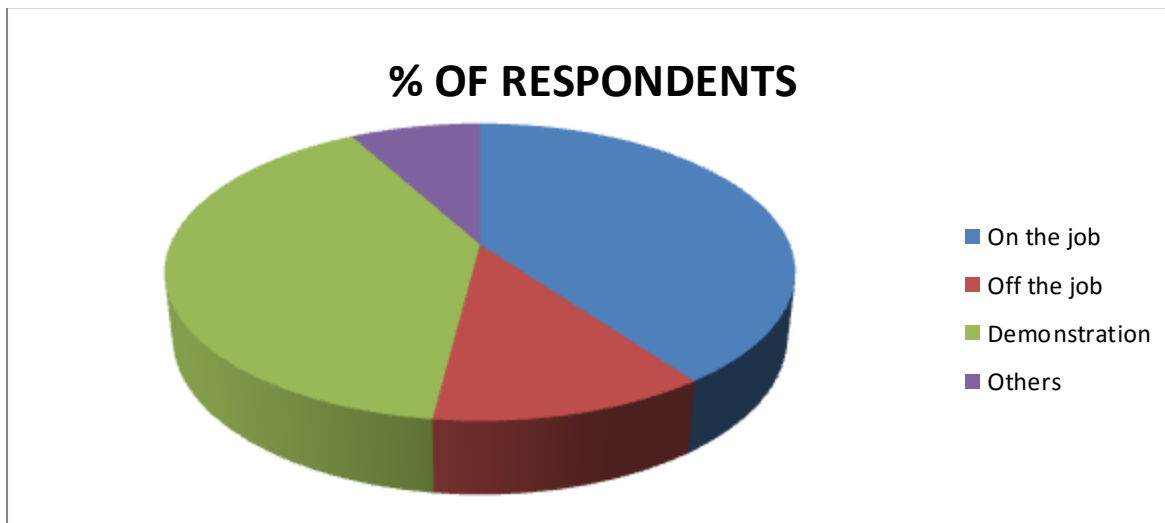
CHART 1

48% of the employee have strongly agreed that instrumentation ltd, palakkad, has well organized training program aimed to achieve productive increase & employee development, 32% agreed, 20% of the employee partly agree.

2. WHAT ARE THE TRAINING PROGRAMES THAT YOU HAVE ATTENDED

TABLE 2

Response	No. of response	Percentage
On – the job	20	40
Off – the job	6	12
Demonstration	20	40
Case studies	-	-
Others	4	8
Total	50	100

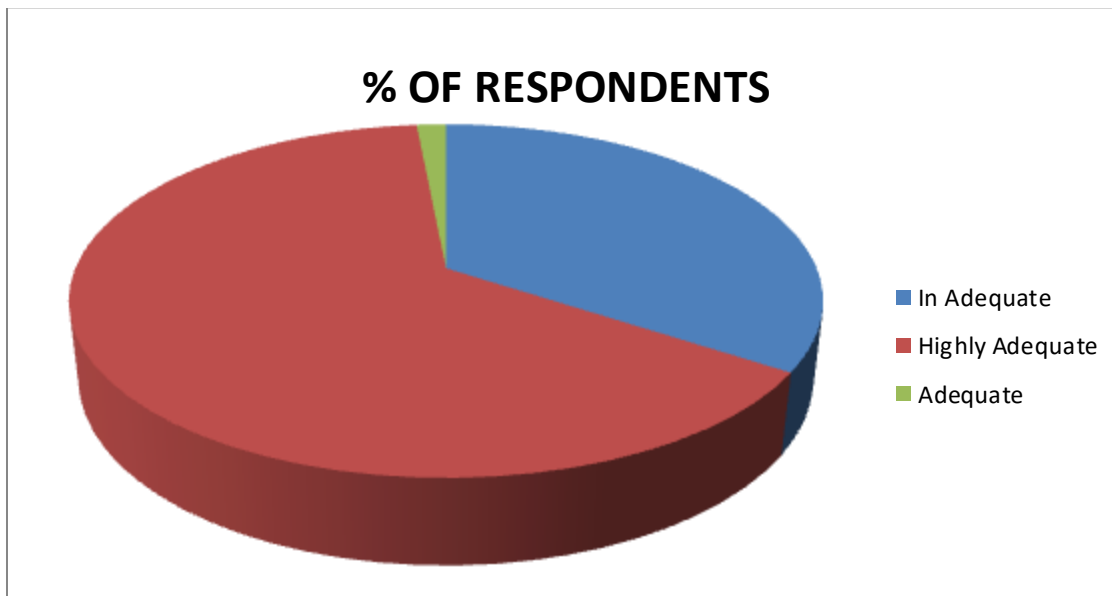
CHART -2

40% of the employee have undergone training for on the job training, 40% have attended demonstration & have gone for off the job training, while the rest of 8% have attended other kinds of training

3. THE TIME DURATION GIVEN FOR THE TRAINING PERIOD

TABLE 3

Response	No. of response	percentage
In adequate	16	32
Highly adequate	30	60
Adequate	4	8
Total	50	100

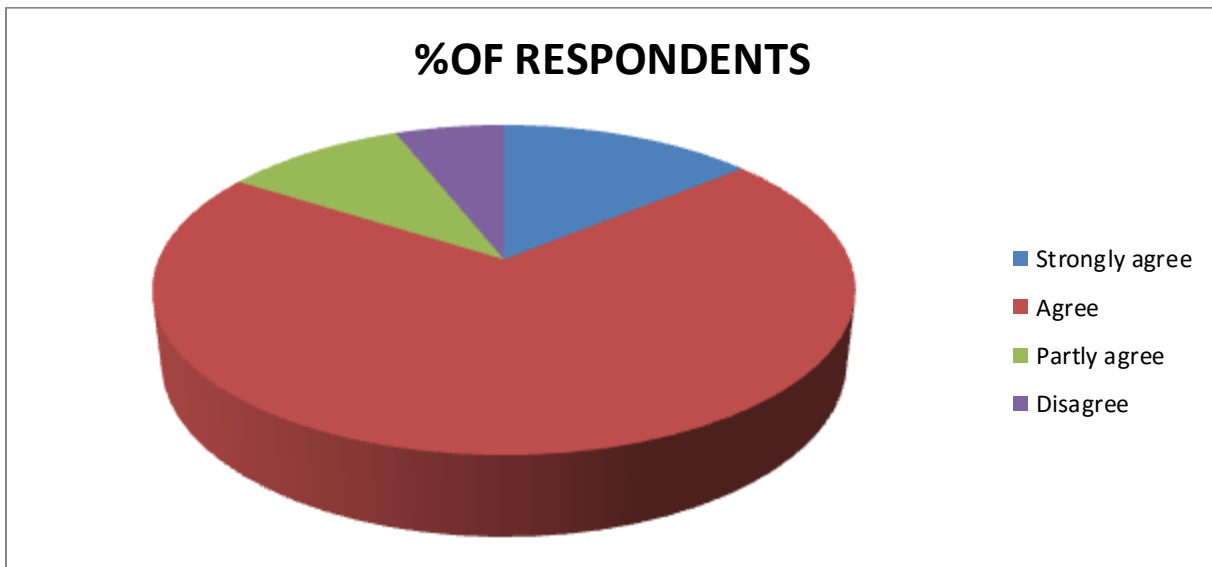
CHART 3

60% of the employees say that the time duration given for the training period is highly adequate & 8% respond adequate while 32% of employees respond inadequate.

4. YOU GET ENOUGH LEARNING AID DURING TRAINING

TABLE 4

Response	No. of response	Percentage
Strongly agree	7	14
Agree	35	70
Partly agree	5	10
Disagree	3	6
Strongly disagree	-	-
Total	50	100

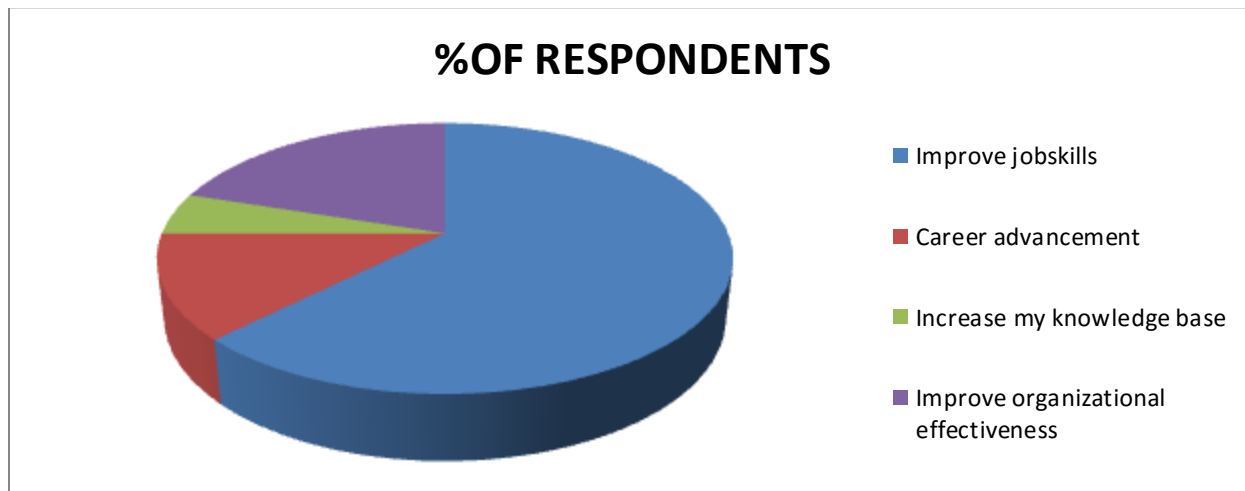
CHART 4

70% of the employees agree that they are being given learning aids during the training sessions, 14% strongly agree, 10% partly agree & other 6% strongly agree

5. **YOUR PRIME GOAL FOR ATTENDING A TRAINING PROGRAMME IS TO**

TABLE 5

Response	No. of response	Percentage
Improve skills/performance job	25	50
Career advancement	5	10
Increase my knowledge base	2	4
Improve organizational effectiveness	8	16
Total	50	100

CHART 5

505 of the employees attend training program to improve job performance & skills, 16% attend training to improve organizational effectiveness, 10% for career advancement, 4% for increase basic knowledge.

FINDINGS

1. Instrumentation ltd provides a well organized training program. This will help the employees to achieve the organizational goals.
2. Training programs are conducted weekly, monthly, half yearly, quarterly & annually.
3. Scientific training methods are implemented for the technological development by means of the job rotation, job enrichment, class room training.
4. Effective feedback session is organized by the instrumentation ltd to motivate the employees.
5. Many of the employees feel that effective training programs helpful to improve their skills knowledge & also reduce the chances of accidents & damages while handling equipments.
6. Training programs of the instrumentation ltd is always conducted to meet the prime goals of the organization there by improving job skills & performance.
7. Training in instrumentation ltd also focused on career advancement & to improve the organizationally effectiveness.

SUGGESTIONS

1. Training for a particular job should be given after identifying the interest & capabilities of the employees & trainees must be encouraged to master their skills for the benefit of the company. For this purpose individual interest must compromise with organization interest. So it can be suggested that the organization should recruit employees who really have interested to specified job which will require training.
2. Training sessions must be conducted in such a way that it helps every employees to contribute to the development of the organization rather than more improving their job skills & performance that is both should be considered.
3. Leadership training of the employees has to be developed. This can be achieved by delegation of authority to subordinates by the managers which will promote talking of initiatives in decision making among the employees. Managers can adapt participative leadership style to bring the above in action. More classes on personality development can act as catalyst.
4. The industry can concentrate on giving product orientation training to all employees at reasonably constant rate. Sessions on recent development to manufacturing of values should be conducted on regular basis. Independent department learning by experts can help significantly in this case.

5. Collected feedback on assessing performance must be effectively communicated to the respective employees in order to motivate them to attend more training sessions which will be highly useful for the development of the organization & also to maintain skills inventory meet future manpower requirement.

CONCLUSION

The findings & suggestions of their research is to outcome of the project undertaken for instrumentation Ltd palakkad to evaluate the existing training programme of the company & various related to it;

The data was collected by means of structured questionnaire distributed to the employees of ILP. From this study it is found that the company is providing all the necessary training & employees are satisfied with the existing training system followed in the organization. From this study training for a particular job should be given after identifying the interest & capabilities of the employees & the trainees must be encouraged to master their skills for the benefit of the company. For this purpose individual interest must compromise with organization interest.

During the survey many interesting facts come in to highlight. Instrumentation Ltd palakkad is full-fledged company with the raising of new big industries which are the consumers of valve; there are so many possibilities for growth of this company, with checking good image of quality of product in the nations & outside the nation.

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