



KENYATTA UNIVERSITY
UNIVERSITY EXAMINATIONS 2017/2018
FIRST SEMESTER EXAMINATION FOR THE DEGREE OF
BACHELOR OF COMMERCE
BHM 309: EMPLOYEE TRAINING AND DEVELOPMENT

DATE: Monday, 12th February 2018

TIME: 8.00 a.m. - 10.00 a.m.

INSTRUCTIONS:

Answer question 1 and any other 2 questions.

Question 1

- (a) (i) Explain the meaning of the terms 'training' and 'development'. (4 marks)
- (ii) Explain any three differences between the two. (6 marks)
- (b) Any programme of executive development aims at achieving some purposes. Explain five objectives of executive development. (10 marks)
- (c) Explain five methods commonly used in training and development programmes in various organizations. (10 marks)

Question 2

- (a) As a training manager of a company explain how you can evaluate the effectiveness of a safety training. (10 marks)
- (b) A training programme should be launched only after training needs have been assessed clearly. Explain three types of analysis that can be used to identify the training needs. (10 marks)

Question 3

- (a) Explain five merits of on-the-job training method. (10 marks)
- (b) Explain how you can create conducive environment for adult learning. (10 marks)

Question 4

- (a) Define the following terms:
 - (i) Career path (2 marks)
 - (ii) Career planning (2 marks)
 - (iii) Career counseling (2 marks)
 - (iv) Career management (2 marks)
- (b) Explain any six advantages of career planning. (12 marks)