

Commentary

Training techniques and methods of an organization

Jenny Gibb*

Department of Management, University of Waikato, Hamilton, New Zealand.

Received: 01-Mar-2022, Manuscript No. IJMBS-22-58984; Editor assigned: 03-Mar-2022, Pre QC No. IJMBS-22-58984 (PQ);
Reviewed: 17-Mar-2022, QC No. IJMBS-22-58984; Revised: 22-Mar-2022, Manuscript No. IJMBS-22-58984 (R); Published: 29-Mar-2022.

INTRODUCTION

Training is the process of teaching or developing skills, knowledge, or fitness in oneself or others that are related to specific valuable competencies. The purpose of training is to increase one's capability, capacity, productivity, and performance. It is the backbone of content at technological institutes and forms the cornerstone of apprenticeships. Training may continue beyond initial competency to retain, enhance, and update skills throughout one's working life, in addition to the basic training required for a trade, occupation, profession.

Every year, the organization spends a significant amount of money on various training and development programmes for its staff. The organization's main motivation for doing so is to increase the company's production by improving the employees' skills and knowledge. The necessity for training emerges at some point, as the chances of finding the best qualified and trained person at all times are slim. As a result, training is provided for employees using various training methods in order to make them skilled. These training strategies encourage individuals to improve their abilities while also preparing them to meet future organizational demands. As a result, businesses use a variety of approaches to train their personnel. The following are a few of them.

Training methods

On-the-job training is founded on the principle of "learning by doing". In this strategy, trainees are given real-world job environments in which to perform their duties. They are given entire responsibility to handle challenges in specific situations, and this is how they learn by performing their job. In addition, new employees learn what has to be done from existing employees and enhance their abilities under the supervision of more experienced personnel. This sort of training has grown in

popularity and is now employed by the majority of businesses. Below are some of the most important approaches for on-the-job training.

Workplace Education and Training Trainees are provided one-by-one instruction as part of this training procedure. These instructions are provided by experienced trainers who are familiar with the techniques and procedures to be employed, as well as the job functions to be performed. Learners in this teaching approach first observe their instructors as they perform the activity, then copy them and perform the task on their own. This allows the trainers to quickly identify and correct any mistakes made by the trainees.

Apprenticeship is based on the concept of "earning as you learn." This method involves an expert and experienced person passing on his or her knowledge and abilities to a learner who wishes to learn them. After completing the apprenticeship programme, the student can seek for a permanent position if one is available.

Coaching is the guidance given by the organization's superiors to their subordinates. It increases the camaraderie between employees and their superiors, in addition to being an unofficial and unplanned training approach. The senior management acts as a coach or instructor, instructing the staff on how to complete the assignment and how to correct any mistakes made. They will then assess the performance of these employees.

Off-the-job training methods, unlike on-the-job training methods, are founded on the notion of 'learning by gaining knowledge' rather than the concept of 'learning by doing.' In this strategy, trainees are summoned to a classroom, which may be located within the firm or outside the organization, such as institutes or centres, to get instruction. Because of the remote setting, trainees can learn without the pressures of a job. The major goal of this training is to improve the new employees' expertise. The following are some of the most

*Corresponding author. Jenny Gibb, E-mail: gibbjenny@gmail.com.

well-known off-the-job training approaches. When it comes to transferring technical knowledge to new employees, the lecture approach is the most effective way to explain concepts, ideas, and hypotheses to the trainee. Numerous businesses use group discussion as one of their most prevalent training approaches.

The Syndicate training method has proven to be extremely effective in the training of upper management. Employees create a group and work together to complete a certain task in this training approach. This strategy entails the collaboration of several groups in order to fulfill the organizational training objectives.