

UNIVERSITY OF CAMBRIDGE INTERNATIONAL EXAMINATIONS
Cambridge International Diploma in Management
Higher Professional Level

PEOPLE DEVELOPMENT

4266/01

Optional Module

Valid between 1 January 2006 and 31 December 2006

READ THESE INSTRUCTIONS FIRST

You should read the assignment carefully.

It is important to complete the **Assignment Cover Sheet** when you have finished your work. You must complete the details and sign the declaration to confirm that the assignment is all your own work and your tutor must sign to verify that it is your own work.

The length of the assignment must be no more than 4000 words. Marks will be deducted from assignments that exceed the word limit.

This document consists of **3** printed pages.



People Development – Optional Module

Title: Developing the Organisation through its People

Your start point for undertaking this assignment is to familiarise yourself with the syllabus for this module and the associated assessment objectives and competence criteria.

For your assignment you should work with your own organisation or one that is familiar to you. Describe the organisation, its purpose, products and/or services and the department or project you work for (or the department/project you have selected).

Explain in general terms the importance of having clear policies for the development of people in organisations. In your explanation, explain how people development can contribute to the achievement of strategic objectives and the culture of organisations. Describe your chosen organisation's approach to human resource development and show how this relates to the general explanation you have just made. Explain why organisations might need to adapt policies and procedures for human resource development and describe any such changes for your organisation.

Through appropriate research, specify methods for identifying development needs of people and apply them to staff for whom you are responsible. Devise appropriate development plans to address these identified needs. Describe the role of the line manager and others in the development of staff within your chosen organisation and state how this contribution helps to deliver the desired outcomes. Explain how the development of people is monitored in line with their personal development plans over an appropriate period of time. Describe and justify the approach you adopted in devising and monitoring the plans.

Describe why it is important to evaluate training and development, and identify different approaches to this task. Using a range of appropriate techniques, evaluate training and development programmes in your organisation. Draw conclusions and make recommendations for the future.

Research different methods for people development, highlighting situations when each would be suitable. As part of your research, you should consider the concept of the "learning organisation". Describe the methods used by your organisation and identify any aspects that could be changed or improved.

Using information from your research and from your role in developing people, write a report to an appropriate member of staff, making recommendations for improvements to the way in which the organisation approaches people development.

You must include in your assignment report all documentation, notes and materials generated from each stage of the study.

You are not expected to include confidential information on your organisation, its personnel or performance.

In writing the report, you should adopt an appropriate business format and show how knowledge and understanding of people development have been applied in line with the module syllabus. You should include in your report your research methodology.

At the start of your assignment report, indicate the number of words used which should not exceed the maximum permitted total of 4000.

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