

“Training – An excellent Tool for Motivation”

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ABSTRACT

This paper states the benefits of training and how it can be used as a Motivation tool to motivate the employees and managers. Training increases motivation while work which increases the productivity and ultimately increases organizations excellence. Through this paper, author wants to help organizations understand that Training can be used as an effective mechanism which can benefit the employees and the organization both. Training is a need of a hour and thus, every organization should plan for it. By using some management strategies, conflict resolution techniques, motivational theories and some techniques for leadership skills, organizations can help increase productivity, increase employee efficiency, boost employee more and quality of work. The purpose of educating employees is a key to success and grow the confidence in employees that organization is careful and is valuing their workforce. Training makes the organization understand that employees are not just work force but work capital. They are the assets if properly trained and mentored can give optimum throughput. This study concludes that training contributes greatly to employee's motivation and improved performance in comparison with other factors like technology, management behaviour, working environment etc. There is positive relationship between the employee's performance and training and motivation. The study shows that training has positive impact on performance of employees. This study concludes that organizations having good training plans for employees can enhance the performance of employees and motivates them. The paper will be helpful for the HR managers/practitioners to find the true potential of their employees and produce synergetic results.

Keywords: Training, Performance, Motivation, Management, Positive relation, Productivity.

INTRODUCTION

Training refers to special skills, abilities and knowledge that are required to perform a specific job well. After the training, performance when measured indicates that training helps in proper utilization of resources; that further helps employees to achieve organizational as well as personal goals. Trainings ensures the productivity of the employees. Continuous learning is one of the best way of motivation to the employees of an organization. There are two types of motivation i.e. extrinsic motivation and intrinsic motivation. Both types of motivation affect individual performance. Rewards in the form of compensation, bonuses affect extrinsic motivation while verbal appreciation affects intrinsic motivation .Organizations often measure actual organizational performance (AOP) and compare it with expected organizational performance (EOP). If AOP is less than EOP then gap between AOP and EOP is known as performance gap.

This gap is filled by either giving training to the employees or motivating them and giving them appropriate environment for work (Blanchard and James, 2007). Organizational performance is measured through different means by different organizations. Employers undertake and provide training for a variety of reasons (Green 1997). Possible objectives include: raising workforce skills; increasing labour productivity; facilitating the introduction of new products or working processes; enhancing worker commitment to the enterprise; rewarding employees; reducing labor turnover; and, complying with legal requirements. Ultimately, it can be argued that the primary rationale for employers to provide training is to improve business performance, as defined by employers, although the assumed positive relationship between training and business performance has been questioned (Storey and Westhead, 1994).Recent evidence suggests that employers provide or undertake training to achieve short-term objectives such as solving specific problems or to help them perform their current jobs more efficiently rather than to achieve longer-term objectives such as, for example, business growth (Curran et al., 1996; Kitching and Blackburn, 1999). Consequently, employers will provide or undertake training only where they wish to achieve one or more of the above objectives and where they perceive training as a feasible and desirable means of achieving them. Investing in employees helps increase employee engagement and commitment to the organization. Training improves the satisfaction level of the

employees and rewards them with competitive edge over other employees and transforms them into valuable employees. Training also helps to increase job knowledge and skills. It also expands the intellect on overall personality of the employee. Training plays an important role in achieving business objectives in a cost effective way. Once training has taken place its effects should be evaluated. Training helps in achieving success and motivating employees. It reduces the number of accidents and improves productivity.

Objectives

1. Training helps motivate employees
2. Training helps employee growth
3. Training helps motivate managers

REVIEW OF LITERATURE

Within the organization, there is a predominant tendency to think of training in terms of courses only and this has been reinforced through the role played to date by the training function. Claire Belilos says, an effective training program has to be created with the involvement of all members of the management team. An effective training technique which results in motivation is training, when implemented horizontally, upward and downward. Department heads, assistants and employees can train in different departments or within the department itself. With background support, employees can have one day training in the role of department head ("King for the Day"). There has been a lot of research done on Motivation by many scholars. The following are only a few of the research topics that have been done on Motivation: Motivation theories, Ways to encourage employee motivation, Measures of Motivation, Principles of motivation, Ways of making your firm more exciting, How to motivate your people problem, The missing link in Strategic Performance, Salary is not a motivator anymore, How to effectively reward employees, Turning Motivation Theory into Practice, Measures of Motivation, Self Theories and Employee Motivation, How do you motivate employees, and Worker Motivation: Unsolved Problem or Untapped Resource?

Employers need to get to know their employees well and use different tactics to motivate each of them based on their personal wants and needs. This is a conceptual research based on findings of famous personalities who means to prove that motivation leads to better performance and training is one of the important tool or factor that leads to higher confidence and high motivation in return. The Lecture is an efficient means of transmitting large amounts of factual information to a relatively large number of people at the same time. It is traditional method of teaching and is used in many training.

Grow Managers from within the team.

Training leads to set of behaviours that make them good team players. Training specialists can conduct exercises that allow employees to experience the satisfaction that teamwork can provide. Many workshops usually cover topics as team problem solving, communications, negotiations, conflict resolution, and coaching skills. Special training programs may be needed to prepare fresher's to enter a firm. Remedial education and skills training are two types of programs that may help and motivates individuals to join a particular company. Effectiveness of training program depends on learning of trainees, so first we need to motivate them to learn through training and then work accordingly. Trainings motivates the team members to deliver and outstand the crowd. It helps the team members to perform better and become managers. It is also an organizations motive to hire managers from within the team which saves time, effort and money. Also, an internal team member will always know better than a manager hired from outside the team, as he already has the required knowhow about the project and the team.

Training is a Motivation factor:

The heart of a continuous effort designed to improve employee competency and organizational performance. Training typically focuses on providing employees with specific skills or helping them correct deficiencies in their performance. Employee business training for our personnel will not only equip them, but it can also be an excellent source of employee motivation. Skilled employees have a greater capacity to be empowered and perform with excellence, which also builds their sense of ownership, confidence and willingness – employee motivation. When an individual rewards themselves it is a way of saying "I did a good job", and is in a sense a personal recognition of accomplishment. Training helps optimize the work and performance of the employee and also motivates individuals to deliver their best.

Motivation changes behaviour

Motivation is a process that guides and maintains good behaviours. Motivation causes persons to work. It involves the cognitive, biological and emotional forces that activate some specific behaviours. Normally it is described as why a person does something. Major components of motivation are activation, persistence and intensity. Activation involves decisions to initiate a behaviour; persistence is a continuing effort towards a goal. Finally intensity can be seen that

goes to pursue goals. Miner states that motivation holds a position in the eyes of scholars. It is a set of energetic forces that originate inside the persons to initiate some behaviours and to determine the direction, intensity, form and duration. Motivation is the willingness to exert high levels of effort to reach organizational goals, conditioned by the effort's ability to satisfy some individual need. Motivation has a significant importance on the performance of employees. Literature does not neglect the importance of motivation. But if the right person for the right job is not selected then motivation will be having no effect or zero effect on employee's job performance. Managers must keep this factor in their minds and must seek the guidelines from the HR department to place the right person for right job. And when they will be motivated surely their performance will increase and they will play a vital role in the success of the organization.

CONCLUSION

Motivation is based on growth needs. Training is an internal engine, and its benefits show up over a long period of time. Because the ultimate reward in personal growth is motivation and a trained and motivated employee is an asset for an organisation. The only way to motivate an employee is to give him challenging work for which he can assume responsibility. Human motivation is so complex and important, that successful management development for the next century must include theoretical and practical education about the types of motivation, their sources, their effects on performance, and their susceptibility to various influences. The organizations overall efficiency will decline by untrained employees. Managers may even need to hire additional employees to complete tasks that could not be done by the existing force. It has found through this paper, workers who are well trained, who feel challenged, who have the opportunity to fulfill their goals will exhibit highly motivated on their job. They will be absent less frequently, they will be less inclined to change jobs, and, most importantly, they will give good results. Motivation is the key. It is thus a tool that motivates employees to perform better on job. The desire to learn is a character trait and therefore varies according to the personality of the individual trainee. However, there are steps we can take to move trainees from simply having the "desire to pass the exam" to having the "desire to learn". Doing so will yield benefits in training and professionalism. To be a successful manager one must be a trainer first, who motivates employees to increase productivity.

In this paper, I have stated that, Trainings are an excellent tool for motivating employees. Trainings can be internal or external, it definitely helps in motivating the man force. This directly leads to optimized and productive employees who deliver better and leads to organizational development. When employees are motivated to learn and gather knowledge, organization will definitely benefited out of the motivated employees. Thus, it is a win-win for the organization as well as the employees. Training creates an environment for growth, learning culture, self-recognition and at the same time, keeping a balance between professional and personal life. Training helps create a culture of learning and helping others in understanding. Thus it creates completion within team but also creates team work. It helps employees to gain recognition, solve their issues / problems, helps gather lessons learnt, helps take a wise decision, it stimulates enthusiasm and energy. Training motivates workplace skills required for growth and learning. This in fact leads to job-satisfaction and increase in employee performance leading to business success.

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