TRAINING AND DEVELOPMENT AS A KEY TO EFFECTIVE ADMINISTRATION IN PUBLIC SECTOR

(A Case Study of Federal Polytechnic, Ede)

BY

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CERTIFICATION

This project has been read and approved as meeting the partial fulfillment for the award of Higher National Diploma in Public Administration Department, Institute Of Finance And Management Studies, Kwara State Polytechnic, Ilorin.

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I give the glory to my jesus christ.

My regards goes to my parents in person of Mr. & Mrs Ogunrinde for their endurance and support given to me during my study.

I appreciate my brothers for their support because they made it easy for me in person of Segun, Ayo, Gbenga, Tosin aka Federal.

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CHAPTER ONE

1.0 BACKGROUND OF THE STUDY

1.1 INTRODUCTION

Training can defined as the act of undergoing some course after the formal education has been undergone in order to be able to perform effectively. Training can also be defined as an instrument which is essential in the staff development and formulation of promotion policy. It also aimed at the development of person to acquire enough knowledge skills, communication and attitudes for a vocational purpose that is, the creation of living opportunity geared toward a specific vocation. Training also tries to provide a wider knowledge of the new method and technique or broaden the outlook of an employee.

It could also be noticed that the function of training in each organization are been reviewed in a different strategies and it can also be regarded as the primary factor in its structure. Training is an important management role in that, it brings changes to an organization although it is an effective agent of change, but to make it effective. The training function must be followed man orderly manner so as to provide assistance to solve organizational problems, so as to achieve organization goals, for some years past training as become much move for analyzed and less haphazard.

In the olden days, the role of training was only regarded as merely responding to the demand of line of management. In some cases, the training

mission was only known to be for survivor but nowadays there is a higher priority for training. It has now led to the production for need and to apply appropriate training measure before the consequence and felt. Some people even believe that, the training function ought to be structured in a way that it can serve as a leading agent of change in designing cooperate growth and as such training can be reviewed to be more suitable as line responsibilities instead of a satisfaction. As such, this will result to a placing training at the same level of authority as any other operation department.

A good training gives or makes communication to be easily understood
in that before any organization could be known to be effective, It can
Also be demand on how their organization communicate with it counterpart. And effective leadership can be rapidly developed through training techniques.

Training leads to effectively inn organization and before that efficiency could be achieved in any organization should be skillful. This will assist them to offer their best at any given time through continuous practice and with the appropriate in ones field.

At it is known that training is wide in scoped, I will now limit the study of Federal polytechnic Ede is to combine production of goods and services with training that is, is to train new generation of technician and technologist whose distinction attributor would be self reliance and preparedness to set up their own business and other individuals or

cooperatively since the Federal polytechnic Ede know the usefulness of training, it embrace on training and its staff that is training is by allowing in order to meet that training, its lead efficiency the authority of the institution as to be made a lot of effort to make sure that, its staff undergo different types of training according to each others.

1.2   STATEMENT OF THE PROBLEM

It is not easy to get information as much as possible without encountering one problem or the other especially when it relates to official secret. These are the problems that are encounter with training which are highlight:

I.   A failure to identify to specified need to learners and for learners to own development needs.

ii.   A failure to follow through learning beyond an event or course.

 iii.   Objectives set by trainers, rather than the learners.

iv.   Little acceptance by learners of the need to take responsibility for their own development.

v.   Constraints of time for preparation and participation in learning events.

vi. Falling to achieve high value via transfer of the learning.

1.3   OBJECTIVE OF THE STUDY.

This study aims at investigation the following items. This study will endavor

> To find out if the institution has been making use of the different type of training already stated in the scope of the study.

› To know whether it is lack of training of staff that has lead to same administrative inefficiency or lapses in the institution, giving adequate encouragement their staff undergoing training. For example by living incentives such as financial assistance by any other term of relief that will enhance training programme.

> To also find out about manpower development and training of the Federal Polytechnic Ede. Also to have insight at the general administrative function of the polytechnic.

> To also know the historical background of Federal Polytechnic Ede.

1.4   SIGNIFICANCE OF THE STUDY

The importance of training in public sector organization as in the fact that, the human that are required man establishment before it can function very well.

One of the significance of the study is that, the research will contribute to body of existing knowledge.

It will also serve as guidance to both the council and the management of Federal Polytechnic Ede. It will also serve as material for students of Public Administration and finally, It is hoped that, the finding from the above set goals and the recommendation that will be made but it would assist the polytechnic and whoever would be interested in the study of this nature.

1.5   SCOPE OF THE STUDY

Training can be found all organization, it is not specific to only one organization and such as, I will now limit my study to Kwara State Polytechnic. Training is one of the most important and effectively aspect of an organization, therefore training has been given the importance it deserves.

Training to review internal and external training include introduction training on the job, apprenticeship training, internship training retraining or upgrading, institutional training and many other.

It will now relate all these types of training to the institution to know whether the institution is making useful of all these types of training in other to achieve it set goals. The external training relates to the academician who go to higher institution to obtain more knowledge on them are of specialization and this add more on their qualification.

1.6   ORGANIZATION OF THE STUDY

The study is divided into five chapters, chapter one deals with the introduction of the study, it would highlight the statement of the problem, the objectives of the study the significance of the study, the scope of the study, organization of the study, definition of the terms and references.

Chapter two is concerns on the literature review on the training as a key to effective administration in the private sector organization. It is derives2

into theoretical framework, current trends in thinking, summary of the chapter and the reference sector of an organization.

Chapter three deals with the research methodology, the introduction, sample and population of the study, sources of data/data collection, method of data analysis, the research problem and the references.

Chapter four is concerned on data presentation, introduction finding, brief history of the case study, Kwara State Polytechnic organizational structure, presentation of data, analysis of data, testing hypothesis, summary of the chapter and the references.

Chapter five contains summary of finding, recommendation, conclusion, bibliography.

1.7   DEFINITION OF THE TERM

ADMINISTRATION: Is the part of the management process concerned with the institution and carryout of procedures by which the program is land down and communicated and the progress of activities is regarded, checked against target and plans.

ORGANIZATION: An organization can be regarded as an establishment with necessary authority and pro vision for co-ordination task for the achievement of the organizations objectives. Organizations are group of people with idea and resource, working toward common goals.

TRAINING: Training can be defined as a process of updating the old skills and developing the new ones,. Or it is the ct of equipping someone with required skills to perform his or her duties efficiently and effectively for the attainment of the objectively of his organization.

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CHAPTER TWO

2.0   LITERATURE REVIEW

2.1   INTRODUCTION

Every organization experiences "change" this change many affect the worker, machines, management and the general working environment. In order, for the organization to achieve its objective. It has to keep abreast of the change. In order to do this, it has to be replaced, there is need to training, and retrain the employees who will handle these machines. Apart from achieving organization goals through employees training, the employees themselves become move motivated. Training promotes employees efficiency and effectiveness.

According to oxford dictionary, training can be explain as a discipline and institution directed to the development of power of formulation of chapter, it also means, education rearing, bringing up every systematic instruction and exercise in some act profession or occupation with a view to proficiency in it.

Training can be said as any organized effort to bring change in behavior (i.e. learning) not just skills training beach (1980) in Banjoko (1996) defined training as an organized procedure by which people learns knowledge and/or skills for a definite purpose. Training should be continuous for the employee's life time in the organization. No matter how excellent the recruitment process is, there is need for constant employee development.

Heneman et al (1983) defined employee development as a planned process designed to provide employees with learning experiences that ill enhance their contributions to the organization's goals. Training can also be defined as a process of updating the old skills and developing the view ones.

TYPES OF TRAINING

There are difference types of training methods.

ON-THE JOB TRAINING (OJT): Is a method in which is used b y a department heard or a supervisor to teach a new employee in order to acquire some knowledge and skill needed for a job. It also provides a trainer trainee relationship within a working environment. It also has the advantages of close supervision and enables the employee to add to the overall production also, the training is conducted in the actual work environment.

A major disadvantage is that, mistakes, by employees can be costly as it may disrupt. Production and involve a lot of experience to remedy the situation. A lot of things can be learnt through this method.

SIMILATION OR SPECIAL TRAINING: This is as a result of advancement in electronics and other sophisticated products. Forecast or safety reasons its impossible to train employees on the machines but something close or similar to actual machine e.g. pilot training.

RETRAINING AND UPGRADING TRAINING: Retraining involves teaching new skills to an employee because of technological changes or to increase labour mobility.

While upgrading, is giving an employee a higher job o perform it improves his skills and enhances his opportunity for promotion.

I**N-HOUSE LECTURE/DEMOSTRATION:** where there are many trainees or employee requiring re-training, the organization may organize as in-house lecture/demonstration for the staff.
It is a method where by a lot information may be passed to the workers at the same time. Film or older tape may be used.

JOB ROTATION: The job rotation is a method whereby new employees are made to rotate through the difference departments of the organization. The new employees are made to perform a few activities on every job in each department.

VESIBULE TRAINING: This method id used for skills development.
The trainee is not trained on the actual working environment but he is provided with a stimulating environment and equipment. It is expected that the trainee will be provided with all necessary skills which will be transferred to actual working situation.

INTERSHIP TRAINING: Internship is a very popular method to enabling the trainee to put into practice in all the theory he has learnt about a profession. Doctors called it horsemanship students who have completed a course of study in medicine, pharmacy, engineering,

teaching etc are compelled to undergo some months of internship before graduation. During the internship periods, the interns are expected to perform practical activates involved in the profession.

APPRENTICESHIP: Apprenticeship training is a period for apprentices in trades such as, plumbing, printing, engraving, carpentry, machine, repairing etc. apprenticeship training method is always very long

AUDIO-VISUAL METHOD: Audio-visual equipment such as television, radio, etc. television can provide a very good learning environment. Film and video tapes can be carried from one place to another for learning purpose. The film materials can easily be updated to suit current practice. These media however crack human interactions and they have only one-way communication.

ROLE PLAYING: A simulated environment is created whereby potential supervisors and some trainee are made to act a certain roles of staff that related to the actual jobs of the organization while other trainees watch. This method is also called psycho-drama.

OBJECTIVES OF TRAINING PROGRAMMES

Before developing objectives of training program, organization should establish or ascertain its objectives.

A training program will have some of these objectives:

I.   To familiarize the new employees with the organization and their jobs.

il.   To provides entry training in entry-jobs assignment for new employees.

iii. To provides employees knowledge and skills for better performance

iv   To provides re-training for the new jobs

v.   To provide employees effectiveness and efficiency for better quality and increase quantity of work.

vi.   To be able to adapt to the changes in the organizational environment

vii. To be able to reduce cost

viii. To ensure increase in productivity.

Because of the cost involved in employee development, it should be carefully planned and executed. Organization should ensure that there is no need for employee department and that the training should be able to improve organizational objectives.

There is need for organization need analysis to b carried out before planning and executing training program

TRAINING METHODS

In determining the training methods to employ, Keeling and Kallous (1983) suggested the following factors are consideration.

› The number of trainees and their location

› Their similarity and differences in education, expensive, abilities, functions, and occupation levels.
> The ability of the trainers
> The instructional space, equipment, the media available from the training program
 The cost of the method selected in relation to the result expected.
The method to be selected to be one that is capable of achieving organizational objectives of increasing skills, knowledge, change of attitude and behavior

IMPORTANCE OF TRAINING AND DEVELOPMENT TO INDIVIDUALS

(a)   He acquires knowledge that cannot be taken away from him.
(b)   It serves as motivational tools, thereby given the employee the impression that the organization cares about him.

©   It may b a stepping stone for advancement i.e. promotion
(d)   It enhances employee's performance, he may decide to stay on the job

TO THE COMPANY

(a) It increase output or productivity
(b) It may reduce labour turn over
(c) It provide a ready fool labour for organization to drew from a time of need

TO THE SOCIETY

A happy and productive organization is one of the keys to economic development or advancement. Training, however desirable, has its cost. To the organization it cost time, money and other resources. It may equal prevent the company from benefiting the employee at the time of training. A company therefore used a weigh the cost and benefits of a training and design a program that gives maximum benefit to the individual, the organization even the society

2.2   THEORETICAL FRAMEWORK

The theoretical and conceptual foundation of scientific methodology includes situated learning and cognitive constructs, experimental learning, transformative learning theory and action theory.

SITUATED LEARNING OR CONGNITION

Situated learning is a theory that explains an individuals acquisition of professional skills and includes research on apprenticeship into how legitimate peripheral participation leads to membership in a community of practice. Situated learning "takes as its focus the relationship between learning and the social situation in which it occurs.

The theory is distinguished from alternative views of learning which define learning as the acquisition of propositional knowledge Lave and Wenger situated learning in forms of social co-participation and instead of

asking what kinds of cognitive processes and conceptual structures are involved, they focused on the kinds of social engagements that provide the proper content and facilitate learning.

CONSTRUCTIVISM AND EXPERIENTIAL THEORY

Experiential learning theory (ELT) describes learning as the process whereby knowledge is created through the transformation of experience. (Kolb, 1984, P41). ELT attempts to express the holistic nature of the learning process can be described as a learning model in that it attempts to integrate (see figure 1) portray what Eickmann, Kolb and Bolb describe in designing learning as two dialectically related modes of grasping experience-concrete experience (feeling) and Abstract conceptualization (thinking) and two dialectically related modes of transforming experience-reflective observation (reflecting) and active experience acting individual learning styles are determined by an individual's preferred way of resolving these two dialectics" (2004, P.241).

TRANSFORMATIVE LEARNING THEORY

Transformative learning is one theory of learning, and particularly focuses on adult education and young adult learning transformative learning is sometimes called transformation leaning and focuses on the idea that learners can adjust their thinking based on new information, back Mezirow is known as the founder of transformative learning. Jack Mezirow began this theory of transformational learning when he did studies on adult women who

went back to school. Mezirow's initial research led him to theorize that adults don't apply their old understanding to new situations, instead they find they need to look at new perspectives in order to get a new understanding of things as they change.

Mezirow theorized that students had important teaching and learning opportunities connected to their past experiences. Mezirow found that critical reflection and critical review could lead to a transformation of their understanding. Adult education and adult learning is key in this theory, as children often don't have the same kind of transformation with their learning experiences. Mezirow found that adult learning involves taking the very things we believed and thought as a child, and letting critical reflection and teaching impact the transformation to what we should believe and understand now. Mezirow's theory has developed into a larger idea that our world view is changed the more we learn and that help us grasp new concepts and ideas.

ACTION THEORY

Action theory (or theory of action) is an area in philosophy concerned with theories about the processes causing willful human bodily movements of a more or less complex kind. This area of thought involves epistemology, ethics, metadysics, jurisprudence, and philosophy of mind, and has attracted the strong interest of philosophers ever since Aristotle's Nicomachean Ethics (third Book). With the advert of psychology and inter neuroscience, many theories of action are now subject to empirical testing.

Philosophical action theory, or the philosophy of action, should not be confused with sociological theories of social action, such as the action theory established by Talcott Parsons. Nor should it be confused with Activity Theory.

HUMAN CAPITAL THEORY

Human Capital Theory is a theory of earnings, one of the major determinants of poverty. First developed by Becker and Mincer, theory explains both individual's decisions to invest in human capital (Education and training) and the pattern of individuals lifetimes earnings. Individual's different levels of investments in education and training are explained in terms of their expected returns from the investment. Investments in education and training entail costs both in the form of direct expenses (e.g, tuition) and foregone earnings during the investment period, so only those individuals who will be compensated by sufficiently higher lifetime, earnings will choose to invest people who expect to work less in the labour market and have fewer labour market opportunities, such as woman and minorities, are less likely to invest in human capital. As a result, these woman and minorities may have lower earnings and may be more likely to be in poverty.

Human capital theory also explains the pattern of individuals lifetime earnings. In general, the pattern of individuals earnings are such that they start out low (when the individual is young) and increase with age (Becker 1975, P.43) although earnings tends to fall somewhat as individuals near

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retirement. The human capital theory states that earnings start out low when people are young because younger people are likely to invest in human capital and will have to forego earnings as they invest. Younger people are more likely to invest in human capital than older people are more likely to invest in human capital than older people because they have a longer remaining work life to benefit from their investment and their forgone wages and so costs of investing are lower. Earnings the increase rapidly with age as new skills are acquired. Finally, as workers grow older, the pace of human capital investment and thus productivity slows, leading to slower earnings growth. At continuous human capital investment and the aging process. This depreciation contributes to the downturn in average earnings near retirement age (Ehrenberg and Smith 1991).

2.3 CURRENT TRENDS IN THINKING

The meaning of public service is contained in section 277 (91) of the constitution of the Federal Republic of Nigeria 1979 now section 169 of the 1999 constitution encompassing the civil service (Ministerial department), statutory corporations or parastatals, judiciary, legislature, educational institutions, financially wholly or principally owned by government at the state, local and federal level, Nigeria Police or Armed Forces and other organizations in which the federal or state governments owned controlling share or interest. In Nigeria, the country's government bureaucracy is the public service. This is because government at what level enunciates and

implements its policies, programs and project through the instrumentally of public service. Most public services are service-oriented.

These reforms starting from the Morgan commission of 1963 to the Allision, Ayinda panel of 1994, tries quiet a lot at improving the public service in Nigeria. But the future of Nigeria, civil servants were never discussed nor oriented public service had not emerged in Nigeria. The quality of the public service was severely hampered by cultural, structural institutional and other management defects. By 1975, the public service was already in a deep conflict that had both systemic and political dimensions. With respect to the system for instance, the dynamic of manpower utilization which relied on manpower planning, forecasting, budgeting and control gradually broke down. The level of staff motivation during this period was at zero per cent.

2.4   SUMMARY OF THE CHARPTER

Literature review is the systematic analysis of document that contains information about the problem studies. Theoretical frame work is used to set the current tread in thinking; we also talk about the knowledge attitude and skills that are used toward the training aspect by some scholars. We also talk about the types of training method, the objective of training program and also the employee development as a process.

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CHAPTER THREE

3.0 RESEARCH METHODOLOGY

3.1 INTRODUCTION

In this chapter, we provided on overview of research method. This included in description of research method employed in collecting the data that are analyzed to wave at any conclusion. In this project, the research methodology is the study of way of understanding the world. It is procedure designed to discover fact or carried out investigation in strategies used in collection and analyzed of data. To also know the historical background of Federal Polytechnic Ede, Ede a town in Osun state, Southwestern Nigeria. It was established in 1992. It is a National Diploma awarding institution.

3.2 SAMPLE AND POPULATION FOR THE STUDY

Population is the aggregations of element from which the entire group of them which the researcher wish to study and about which the plan is to generalized for this research work. The staff of Federal Polytechnic Ede sample occurs when a member of sampling unit (fever than the aggregation) is drawn from population and examine in details. The whole population or universe sampling must therefore be representative the population from which they are drawn, so that, valid conclusion is all about population can be interred.

3.3   SOURCES OF DATA/DATA COLLECTION

Source of data that have being adapted in d data collection or research are as following:

Primary data

Secondary data

Questionnaire

PRIMARY DATA: Primary data are data that are generated or now material that is collected by the researcher. These are data collected for a special purpose, the benefit of this is that, the exact information required is obtained and they show originality.

SECONDARY DATA: These are data which is not collected by the investigator himself, and it is a data that is obtained from someone's else records

QUESTIONNAIRE: The questionnaire consist of certain drawn up question about the importance use of collective bargaining by the company choose as a case study to positive approach to labour relation. The questions focus on the relevance or the significance o f staffing and productivity of the companies service activities.

3.4 METHOD OF DATA ANALYSIS

Data collected for his research will be coded tabulated by using contingency table. The tabulated data will be in the light of our research hypothesis.

3.5 RESEARCH PROBLEM

These are various problem of the research project

Financial problem

Ethnical problem

Climatic problem

FINANCIAL PROBLEM: This is the one of the problem of research method. Financial problem is the problem of money that i s not sufficient for the research method. Lack of fund and sponsorship of research.

ETHNICA PROBLEM: This is the problem of the ethnic is difficult to understand. It is the problem of language of the researcher.

CLIMATIC PROBLEM: It is the irregular wealthier condition on an area. it is also the changing of weather that make bad research.

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CHAPTER FOUR

4.0 PRESENTATION, ANALYSIS AND INTERPRETATION OF DATA

4.1 INTRODUCTION

This chapter deals with the analysis and interpretation of the data collected during the field survey.

The fact or information of data presentation is the fact of showing the data demographical or historical background and explain in other to improved the product of presenting a meeting at which the new product or ideal, piece of work is shown to a group of performance.

However, the information that is stored the way in which offered show and explain the data interpretation on which is the first question on the questionnaire as much as possible that training reform had greater impact on both secondary education. Questionnaire employed is collecting information that research work some copies of questionnaire were produced and distribution as simple eleven candy, the basic of distribution was population seize of the world.

4.2 BRIEF HISTORY OF THE CASE STUDY

`   The Federal Polytechnic Ede came into existence in February, 1992m vide Decree No. 33 of 25th July, 1979 as amended by Decree 5 of 1993. The functions of the polytechnic as specified in the decree are as follows:

> To provide full-time or part-time courses of instructions and training in
> Technology, Applied Science, Commercial and Management and such officer of applied learning relevant to the needs of the Federal republic of Nigeria in the area of industrial and Agricultural production, Distribution and Research in the development and adoption of technology as the Academic Board and the council may from time to time determine.
› To arrange conferences, seminars and study group relative to the field of learning specified in paragraph one above.
> To perform such other functions as in the opinion of the council which may serve to promote the objectives of the polytechnic.

The polytechnic took over the old Baptist Teachers College from the National Youth Service Corps (NYSC) which served as the orientation camp for the corps members. This was achieve with the cooperation of Ede local government and Osun state ministry of education.

The responsibility of establishing and planning the take-off of the polytechnic was vested in the task force committee constituted by the federal ministry of education and headed by Engr. Musa Abdullahi in October 1992, interview for senior staff was conducted at the industrial training fund (ITF)
office, Ibadan, by the task force.

With the arrival by the pioneer rector, Chief Jimi Bamgbose from the United state of America, the polytechnic took off properly in January 1993

and this subsequently paved way for the admission of 847 students. (pioneer students) on 13" April, 1993.

In line with the amended polytechnic Act of 2019, the polytechnic management structure as listed under.

THE VISITOR

The Federal Polytechnic (Amendment) Act of 2019 provides as follows:

- The president shall be the visitor to the polytechnic;
- The visitor shall not be less than once in every five years, conduct a visitation to the polytechnic or appoint a visitation panel, consisting of not less than five experts, to conduct the visitation

GOVERNING COUNCIL

The highest policy making organ of the polytechnic is the governing council usually referred to as the council. The first ever governing council under the chairmanship of Mr. Eze Ajoku was inaugurated in October 2008. The second governing council came on board in August 2005 under the chairmanship of Air Cdre P.N Gana (RTD) and the council was dissolved on November 2007.

The third governing council came on board on 19th February, 2009 under the chairmanship of Hon. Oluwaropo Adesanya. The tenure of Hon. Oluwaropo Adesanya expired in October, 2011. The fourth governing councilc

came on board in May, 2013 under the chairmanship of Alhaji Tajudeen Oladipo and his tenure expired in June, 2015. The 5th governing council led by Prof. Nasitu Yauri was inaugurated on 11th May, 2017.

THE ACADEMIC BOARD

There is an Academic Board whose functions and membership are as specified in the amended Federal Polytechnic Act, 2019. Membership of the Academic Board consists of :

> The Rector as the Chairman
> The Deputy Rector Academic
> The Deputy Rector Administration
> All Heads of Academic department and Units
> The Polytechnic Librarian
> Two Academic Staff representatives not below the rank of senior lecturer.
> All deans and Academic Directors
› All Chief Lecturers and
> The registrar as the Secretary

THE MANAGEMENT COMMITTEE

By the Federal Polytechnic Amended Act of 2019, the management committee consists of all the principal officers, Deans and Directors. The Rector is the Chairman of the management committee which meets to discuss and take decisions matters of general interest to the polytechnic.

THE SCHOOL BOARD

The amended polytechnic Act of 2019, establishes a school board for each school consisting of all Academic staff in that school. The functions of the school board is to deal with the academic matters and any other matters assigned to it by the chairman of the school board.

THE DEPARTMENT BOARD

The Amended Polytechnic Act, 2019 established a departmental Board to each to Department in the polytechnic with membership cutting across all the Academic Staff in the department in the polytechnic with membership cutting across all the Academic staff in the Department.

THE POLYTECHNIC CONGREGATION

The Amended Polytechnic Act 2019 also established a congregation for the polytechnic consisting both academic and senior non-teaching staff with a degree or its equivalent. The congregation meets at least once in a year.

MEDICAL CENTER

The medical centre is leaded by a medical doctors who has being referred as director of medical centre. The medical centre is divided into various units, namely; Laboratory Technology, Washing Officers, Medical Officer, Pharmacist, Environment, Sanitation, Administrative and the Store.

4.3   PRESENTATION OF DATA

Presentation of data is when the data is presently by the researchers. It is when the data analysis is calculated. The data will be analyzed using the normal format which is row and column.

4.4   ANALYSIS OF DATA

For clarity work, easy understanding and simplicity, data collected have to be analyzed since all the data used were collected through questionnaire. 3 questionnaires were distributed to the executive staff of the polytechnic department. Federal Polytechnic Ede as a case study 30 questionnaire was returned out of the 30 questionnaires sent and duly completed.

PRESENTED BELOW IS THE ANALYSIS RESPONSE

CLASSIFICATION	NUMBER	PERCENTAGE
Returned	20	75%
Unreturned	10	25%
TOTAL	30	100%

Source: Researcher's Field survey, 2022.

From the above table, 75% sample responded while 25% did not respond.

TABLE 1: PRESENTED BELOW IS THE ANALYSIS RESPONSE

VARIABLES	FREQUENCY	PERCENTAGE
Male	20	60%
Female	10	40%
TOTAL	30	100%

Source: Researcher's Field survey, 2022.

The table above shows that 60% of the respondents are male while 40% are female.

TABLE 2: AGE DISTRIBUTION OF RESPONDENT

VARIABLES	FREQUENCY	PERCENTAGE
18-25	10	33.3
26-30	03	10
30-Above	17	56.7
TOTAL	30	100%

Source: Researcher's Field survey, 2022.

The table above shows that 33.3% of the respondents are between the age of 18-25, while 10% are between age of 26-30 also 56.7% of the

respondents are 30 years and above. This shows that the majority of the respondents are mature and will now the right answer to the questions.

TABLE 3: YOUR JOB PERFORMANCE?

VARIABLES	FREQUENCY	PERCENTAGE
Yes	22	73.4
No	8	26.6
Undecided	-	-
TOTAL	30	100%

Source: Researcher's Field survey, 2022.

From the table 3 above, 22 respondents representing 73.4% of the total respondents agrees that training has helped in improve job performance, while the remaining 8 respondents representing 26.6% disagree with the research question.

TABLE 4: DO THE METHODS USED DURING TRAINING HAVE ANY IMPACT ON YOUR SKILLS?

VARIABLES	FREQUENCY	PERCENTAGE
Yes	20	36.6
No	10	63.4

Undecided	-	-
TOTAL	30	100%

Source: Researcher's Field survey, 2022.

The table above highlighted the method used during training 63.4% agree to the research question that the method used during training have impact on their skills while the remaining respondents say No.

TABLE 5: HAVE YOU HAD ANY FORM OF TRAINING SINCE YOU JOINED THE ORGANIZATION?

VARIABLES	FREQUENCY	PERCENTAGE
Yes	10	36.4
No	20	63.4
Undecided	-	-
TOTAL	30	100%

Source: Researcher's Field survey, 2022.

This table shows that the employee have some of training since they the institution. 10 respondents 33.4% says that they have some forms of training, while the remaining 20 (66.6%) say No.

TABLE 6: IS THERE ANY PROBLEMS MILITATING AGAINST TRAINING AND DEVELOPMENT IN THE ORGANIZATION?

VARIABLES	FREQUENCY	PERCENTAGE %
Yes	20	66.6%
No	10	36.6
Undecided	-	-
TOTAL	30	100%

Source: Researcher's Field survey, 2022.

4.5   TESTING OF HYPOTHESIS

Questionnaire and personal interview between the researcher and the workers of Federal Polytechnic Ede, it describes and outlays, the result of the test hypothesis shows that:

HO: There are no problem militating against training and development in the organization.

This chapter contains the analysis, brief history of the case study, the data analysis/data presentation and testing of Hypothesis. It also shows that area that made up in Federal polytechnic Ede.

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CHAPTER FIVE

5.0   SUMMARY, CONCLUSION AND RECOMMENDATIONS

5.1   SUMMARY OF FINDINGS

The purpose of this is to know the impact of Federal Polytechnic Ede, Ilorin. The study is summarized in five chapters. Chapter one includes the introduction, statement of problem, scope and the limitation of the study, significant of the study, definition of term.

Chapter two includes, the literature review, theoretical frame work, current trends in taking and summary of the chapter

Chapter three contains the research methodology, sample and population of the study, resource of the data analysis, and problem of research.

Chapter four contains brief history of Federal Polytechnic Ede. Presentation of data analysis, testing of hypothesis and summary of the chapter while the chapter five is last chapter and it contains summary conclusion and recommendations. Provision was for reference bibliography of the research.

5.2   CONCLUSION

Relying on the data collected from the field of survey and the various literature review of the research topic, it is necessary to reach the conclusion

based on the research findings through this view, the practical implication of each of the theories and ideas put forward by knowledgeable people, the field of Federal polytechnic Ede were related to the topic Osun state government spends millions of naira annually in developing their institution.

5.3   RECOMMENDATIONS

The state government should make it on point duty every year sitting aside some certain amount for the purpose of trading in its yearly budget. There must be, availability of adequate facilities for training such as modern equipment accommodation, transportation, experience and skillful lecturer trained on a job and many others through the government direction is necessary to ensure that training policies conformed to national policies training institution should be allowed to be free hand to plan and executed to their own curricular with in the process of training.

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