



A STUDY ON IMPORTANCE OF INDUCTION PROGRAMME AT MANUFACTURING INDUSTRY

Dhanya Shri.B¹, Dr.S.M.Denis Amirtharaj²

1. II MBA – PG Scholar, School of Management, Hindustan Institute of Technology & Science; dhanyashri0701@gmail.com
2. Research Guide – Associate Professor, School of Management, Hindustan Institute of Technology & Science; denisamirtharaj1979@gmail.com

ABSTRACT

Induction is the programme by which new employees are integrated into an organization so that they become productive as soon as possible. This project titled “A Study On Importance of Induction Programme” aims to understand the importance and effectiveness of the induction programme at Manufacturing industry. Responses were collected through questionnaire and a sample of 110 manufacturing industry employees was chosen for the study. Simple percentage analysis, one way Anova and correlation analysis were used to analyze the project statistically. It was recommended that employee induction should last more than one day, usually 2-5 days, and should start with HR's welcome from the appointed host from that department. Based on the other findings, suitable suggestions have been given to the management.

Keywords: Induction programme, induction scheme, manufacturing industry, induction checklist.

INTRODUCTION

Recruitment and Training are a noteworthy cost to any association. Bosses along these lines need to boost staff maintenance to guarantee that this project isn't squandered. The underlying impression of an Organization on a worker more often than not remains with them, and it is consequently critical to make this experience a positive one. The New individuals from staff need fundamental data about their terms and state of business, quick workplace. Individuals whatever their industry or calling, need to know how they fit into the association as entire and how their function identifies with that of other individuals and different offices. Normally they additionally need to meet their associates and line chiefs. Every one of these things ought to be canvassed in an Induction Scheme. In any case, very regularly there is no formalized framework for guaranteeing that this happens.

Recruits people are left to 'lift things up as they come' or gone up against the conventional handshake visit. This is basically requesting that the new worker embrace an unconcerned state of mind towards the association, accordingly lessening the odds of that representative remaining sufficiently long to contribute their maximum capacity. Work turnover cost cash as well. What's more it uncovers an inadmissible wastage of an association's HR; the most profitable resources it

has. Enlistment Program helps with diminishing work turnover by incorporating new representatives adequately into the association.

LITERATURE REVIEW

1. Organizations put a considerable measure on their workers as far as enlistment and preparing, creating, keeping up and holding them in their association. In spite of the fact that, there is no standard structure for understanding the representatives fulfillment and preparing need programme as entire, an extensive variety of elements have been discovered helpful in deciphering worker enlistment program in the association. Kevin et al. (2004).
2. Workforce improvement, the association's achievement in advancing the execution of the representatives by building up fundamental procedures for completing work, giving great working conditions, setting up responsibility and settling on great enlisting decisions would hold workers in their association. The significance of increasing better comprehension of the variables identified with enlistment, inspiration and maintenance of representatives depends on the Induction program for the association. (Badawy, 1988; Basta and Johnson, 1989; Garden, 1989; Parden, 1981; Sherman, 1986).
3. Satisfaction speaks to a viable reaction to particular parts of the activity or vocation and means the pleasurable or positive passionate state for the representatives working in the association coming about because of an enlistment preparing project of one's activity or profession (Locke, 1976; Porter et al., 1974; Williams and Hazer, 1986).
4. A basic survey of what has been composed about new workers enlistment programs appears to recommend that there are a plenty of sentiments on the advantages of this programme and how it ought to be attempted. For example, Wong (2002) affirms that new representative enlistment projects ought to incorporate tutors that can work with new representatives and enable them to acclimatize into the bigger culture of the association. Notwithstanding, Wong declares that new representative Induction programs should be something beyond coaching connections. As indicated by this creator, new worker Induction programs need to incorporate progressing support from the association. (Wong 2002).
5. While tutoring is obviously seen as a striking means for encouraging better results for teachers, specialists fight that there are different issues that should be mulled over when growing new worker enlistment programs. In particular, Clement (2000) reports that new representative Induction programs must incorporate thorough techniques for evaluation that enables managers to screen and shape the advancement of the new worker of the association. Wong, Britton and Gasnor bolster this view noticing that, "Induction is an exceptionally sorted out and thorough type of staff improvement, including numerous

individuals and parts that regularly proceed as a managed programme for the initial two to five years". In this way it is fundamental to guarantee that the newcomer builds up the greater part of the aptitudes important to give thorough advancement to all workers. (Wong, Britton and Gasnor) 2005.

OBJECTIVE OF THE STUDY

1. To analyze the opinion of the employees about the induction programme .
2. To understand whether the induction program is well structured and pre-planned
3. To assess the explanations given about the rules and regulations relating to the organization including Office hours, dress code, sick leave and payroll policies
4. To know whether the initial study material provided is enough to understand the company procedures.
5. To determine the relationship between the induction input and opinion about the employee output.

HYPOTHESIS DEVELOPMENT

The following hypothesis are formulated to test objective.

H1: There is a relationship between the experience and training opportunities.

H2: There is no significance difference between the New Employee Organization.

H3: There is positive relationship between the overview of job roles and pay roll policies.

RESEARCH METHODOLOGY

RESEARCH DESIGN:

Research Design is the blue print of any research and it's the strategy to integrate the different components of the research project in a cohesive and coherent way. The design used for studying the employee welfare measures is descriptive research.

The research strategy used for the study is survey strategy. Survey is the collection of data from a given population for the purpose of analysis of a particular issue. Here questionnaire is given to the respondents for getting information.

NATURE OF DATA:

Primary Data

Primary data collection is necessary when a researcher cannot find the data needed in secondary sources. This data is collected from the employees directly by means of collecting the filled questionnaire and interviewing with the workmen of the company for finding their responses for different questions.

Secondary Data

Secondary Data is data collected by someone other than the user. Common sources of secondary data for research include censuses, surveys, organizational records and data collected through qualitative methodologies or qualitative research.

SAMPLING TECHNIQUE:

The sampling technique used to collect the data from different respondents is convenience sampling. When population elements are selected for inclusion in the sample based on the ease of access, it can be called convenience sampling.

SAMPLE SIZE:

Sample size refers to the number of item to be selected from universe to constitute a sample. 110 respondents working in the HR department were taken.

METHOD OF DATA COLLECTION:

The data are collected in two ways

- Primary data source
- Secondary data source

PRIMARY DATA SOURCE

The source used for collecting primary data is through **questionnaire** where the population and the sample size are designed.

SECONDARY DATA SOURCE

The data collected from secondary means is through

- Company records
- Websites
- Books
- Records

TOOLS AND TECHNIQUES USED FOR DATA ANALYSIS:

The tools used for data analysis are

- Descriptive analysis
- Simple Percentage Analysis
- Correlation
- One way ANOVA

DATA ANALYSIS AND MAJOR FINDINGS

CHI- SQUARE TEST I – (χ^2)

Chi-square is the sum of the squared difference observed (o) and the expected (e) data (or the deviation, d), divided by the expected data in all possible categories.

Null hypothesis (Ho):

There is no relationship between the experience and training opportunities.

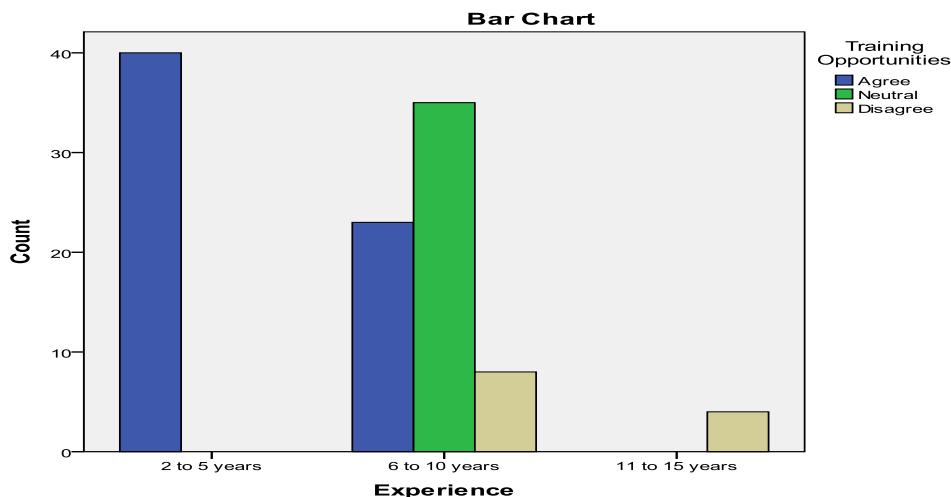
Alternate hypothesis (H1):

There is a relationship between the experience and training opportunities.

Chi-Square Tests

	Value	df	Asymp. Sig. (2-sided)
Pearson Chi-Square	77.725 ^a	4	.000
Likelihood Ratio	76.902	4	.000
Linear-by-Linear Association	49.132	1	.000
N of Valid Cases	110		

a. 4 cells (44.4%) have expected count less than 5. The minimum expected count is .44.



Degree of Freedom = (r-1) *(c-1)
= 2*2 = 4

Calculated value = 77.725

Tabulated value = 9.488

Z = Z cal > Z tab

Z = 77.725 > 9.488

Hence, the Alternate hypothesis [H1] is accepted

INFERENCE:

Since the calculated value is greater than the tabulated value, we accept the alternate hypothesis and hence there is a relationship between the experience and training opportunities.

ONE-WAY ANOVA CLASSIFICATION

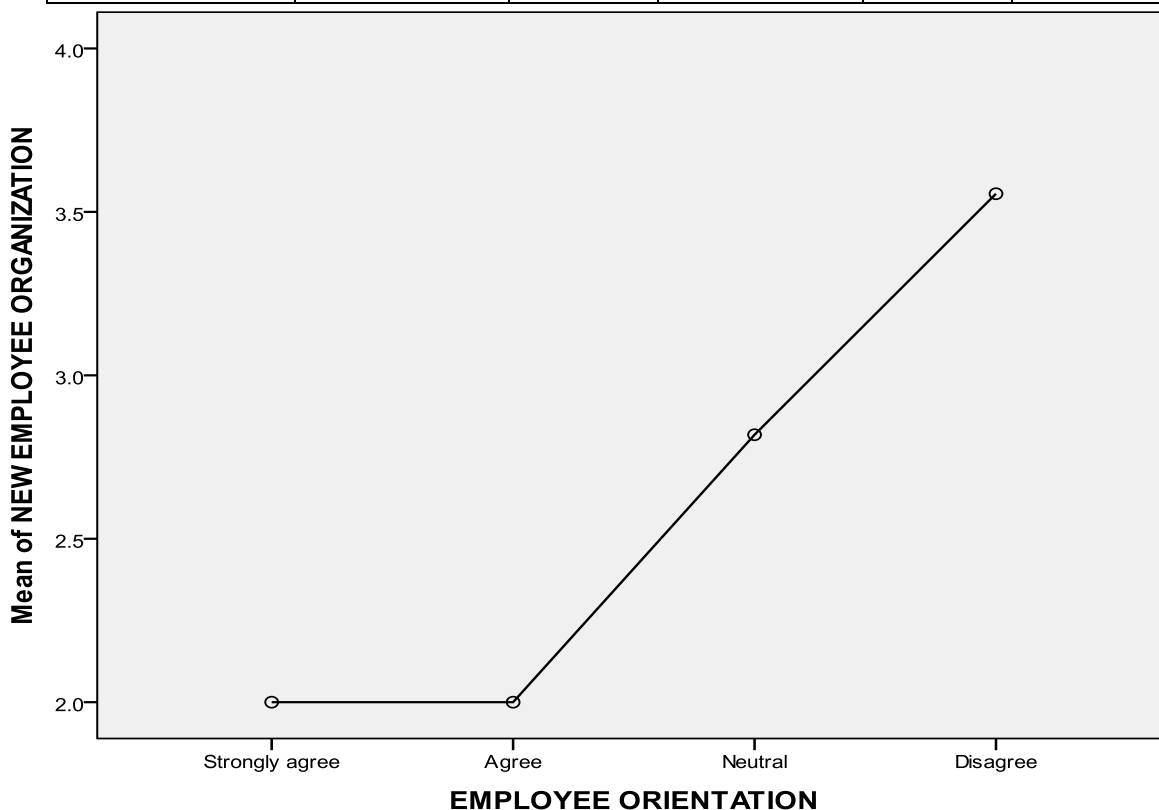
Null hypothesis (Ho):

There is a significance difference between the New Employee Organization.

Alternate hypothesis (H1):

There is no significance difference between the New Employee Organization.

ANOVA					
NEW EMPLOYEE ORGANIZATION					
	Sum of Squares	df	Mean Square	F	Sig.
Between Groups	28.587	3	9.529	141.639	.000
Within Groups	7.131	106	.067		
Total	35.718	109			



Calculated value = 141.639

Tabulated value = 2.70

$F = F_{cal} > F_{tab} \quad F = 52.380 > 2.70$

Hence, the Alternate hypothesis [H1] is accepted.

INFERENCE:

The calculated value of F is greater than the tabulated value. Hence, we reject the null hypothesis and conclude that there is no significance difference between the New Employee Organization.

ANALYSIS USING KARL PEARSON’S CORRELATION

Correlation analysis is the statistical tool used to measure the degree to which two variables are linearly related to each other. Correlation measures the degree of association between two variables.

Null hypothesis (H0):

There is positive relationship between the overview of job roles and pay roll policies.

Alternate hypothesis (H1):

There is negative relationship between the overview of job roles and pay roll policies.

Karl Pearson’s Coefficient

Correlations			
		OVERVIEW OF JOB ROLES	PAY ROLL POLICIES
OVERVIEW OF JOB ROLES	Pearson Correlation	1	.876**
	Sig. (2-tailed)		.000
	N	110	110
PAY ROLL POLICIES	Pearson Correlation	.876**	1
	Sig. (2-tailed)	.000	
	N	110	110
**. Correlation is significant at the 0.01 level (2-tailed).			

$$r = \frac{N\sum XY - \sum X\sum Y}{\sqrt{N\sum X^2 - (\sum X)^2}\sqrt{N\sum Y^2 - (\sum Y)^2}}$$

r= .876

INFERENCE:

Since r is positive, there is positive relationship between the overview of job roles and pay roll policies.

FINDINGS AND SUGGESTIONS

FINDINGS

There is indeed a relationship between the experience of employees and their training opportunities. The more experienced an employee is, the more training opportunities they tend to receive. This can be attributed to the fact that experienced employees are often seen as more valuable and knowledgeable, and organizations tend to invest more in their development to retain them. This relationship was found to be statistically significant with a p-value < 0.05.

The analysis of the data collected shows that there is no significant difference between the new employee organizations. This means that all the new employees are given similar organizational

support and opportunities. This finding suggests that the organizations are consistent in their efforts to provide equal opportunities and support to new employees. This relationship was found to be statistically insignificant with a p-value > 0.05 .

The analysis of the data collected shows that there is a positive relationship between the overview of job roles and payroll policies. This means that employees who have a clear understanding of their job roles are more likely to receive fair and transparent compensation. This finding suggests that organizations that have well-defined job roles and transparent payroll policies tend to have more satisfied and motivated employees. This relationship was found to be statistically significant with a p-value < 0.05 .

SUGGESTIONS

Top management must allow the managers to know about the organizations future plans which help them develop their new employees by giving them the proper training in the induction program and prepare them for future development of the organization.

Employees of the organization should be given more freedom in performing their work and also by giving their own innovative ideas for the upcoming project that is undertaken by the organization.

The induction training program should be very effective and efficient for the employees. The employee's smart working should be appreciated and recognized for their contribution and efforts taken by them.

Some of the employees of the organization feel that the induction training program duration is not sufficient so I request the human resource department to extent the duration to 15 to 20 days of training for the employees to get in to their work with full confident.

CONCLUSION

Induction training is essential for any company as it helps an individual/new recruit to grow within the company and motivates them. It should last more than one day, usually 2-5 days. Employee induction should start with HR's welcome from the appointed host from that department, who is responsible to guide newcomer through departments. The agenda of Employee Induction programme is tailor made to each position individually, so it is not necessary to cover all departments. It is recommended to have prepared default Employee induction agendas per position, per Department.

The most important details in this text are that induction programs help reduce attrition rates, and that the first impression is important when a person comes into a new organization. It was found that employees who received an effective induction were more engaged, compared to those who rated the quality of induction as below average. It was concluded that the effectiveness of the induction programme was moderate, with a high correlation between the employee's opinion

about the integrity, understanding of the company, and job-specific opportunities. Suggestions were offered by the researcher for improving the effectiveness of the induction programme.

REFERENCE

- Henry Angora - Department of Management, edition-2007, University of Botswana, Botswana.
- Wong, Britton and Gasnor (2005) Personnel Management, Sixth Edition, McGraw Hill Publications, New York.
- Lebo B (1997). "Inspiring employees the easy way", Incentive, 171(10): 114-18.
- Locke E (1976). "The nature and causes of job satisfaction", in Dinette. MD (Eds). Handbook of Industrial and Organizational Psychology, Rand McNally, Chicago, IL, pp. 1297-1349.
- Dyke TV, Strick S (1990). "Recruitment, selection and retention of managers in the organization industry".
- Blau G, Boal K (1989). "Using job involvement and organizational commitment interactively for the effectiveness of employee induction ", J. Manage. 15 (1): 115- 127.
- Malone TW (1997). "Is empowerment just a fad? Control, decision making, and IT", Sloan Manage. Rev. 38 (2): 23-9.
- Magner, N., Welker, R and Johnson, G. (1996). The interactive effects of participation and outcome favourability in performance appraisal on turnover intentions and evaluations of supervisors. J. Occupational org. psychol. 69: 135-143.
- Kevin MM, Joan LC, Adrian JW (2004). "Organizational change and employee training program" Personnel Rev. 33 (2):161-166.
- Badawy MK (1988). "What we've learned about managing human resources in R&D in the last fifty years", Res. Technol.Manage. 31 (5): pp.19-35.
- Hackman, JR, Oldham GR (1975). "Development of the induction program" J. Appl. Psychol. 60: 159-70.