

Evaluate the Training Program of Officers its Effectiveness Skill Enhance and Job Satisfaction

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Abstract

The current research study is to evaluate the effectiveness of training program; this research study is descriptive by purpose and quantitative by method. Quantitative method of analysis plays critical role in decision making and problem solving. It involves statistical, mathematical and computational technique that enables individuals to analyze numerical data identifying trends and drive meaningful conclusions. Data was collected through five points Likert scale along with pretest and post result training assessments was also analyzed to compare enhancement in skills. Graph was also plotted to streamline the result, collected data was statistically analyzed descriptive statistics through spss calculating, mean, median standard deviation and both results were compare. It is evident from the Result 95.5% participants were strongly agreed that leadership training provided them confident, administrative skill enhancement, modern computer literacy and job satisfactions core issues addressed during training program. It shows significant improvement and innovative professional skills. The findings of this research study revealed that the program remained effective in enhancing skills.

Key Words: Effectiveness, Skills development, job performance, administrative skills.

Literature Review

Trainings are usually provided to refresh teachers and officers along with strengthen then through new and innovative ideas and innovative skills according to ever changing modern world. Skill development is the ever changing and bring new sort of techniques of teaching learning and administrative skills. Teaching and learning are continuous process to enhance abilities and performance. Such types of opportunities strengthen their approaches along with vast knowledge and bring change in behavior (Muse , Marcia , Abrams, & Lisa, 2010). Teacher skills improvement means providing new, modern and innovative teaching and learning techniques, so that classroom atmosphere should be friendly and create learners learning interest. Learning is two way process and has become completely different as compared to the past, nowadays teachers role has become merely a facilitator to provide ease and facility to learners through interest by activity based knowledge using audio visual learning material. Teachers should be aware about all sources of learning skills, teaching through lesson plan should be equipped activities providing opportunities to students to express their ideas, teachers merely shape their opinions and thinking in required topics. Lesson plan should contain learning approaches along with all items of assessment (Gopang & Zarif, 2016). The process of assessment should properly be followed, as it is key element of learning, skilled teacher utilizes their appropriate period for assessment to strengthen and rectify their learning. Teaching is an art; as well as science of learning and providing knowledge and attitudes. Teachers must be equipped with pedagogy skills along with planed learning activities in which students should be involved in for

better understanding (Abbas, 2019). When students are allowed to take part in activities, then such sort of learning is termed as active learning, it create interest of students and remove their hesitations, in this way need of learning is fulfilled by better understanding. Skilled teachers allow their students to be the part of lesson and gain more knowledge (Gopang & Kazimi, 2022). The performance of the students can be checked time to time to ensure creativity, positive feedback is to ensure leaning through formative assessment. Such types of assessment are used to know the understanding and learning out comes of learners. Skilled teacher are aware about assessment and its types such as formative assessment or ongoing assessment that is taken during the lesson, summative assessment in which learning is evaluated at the end of the year such final exams. Numerous approaches are used in decision making and problem-solving skills across various fields; including business, research, and especially education such sorts of approaches are applied (Lochmiller, 2013). Leadership training programs that usually focuses on these methods to equip learners with the ability to approach and face complex problems systematically and apply evidence-based solutions of problems to find facts and real situations (Connery , Lori, Frick, & William , 2021). The effectiveness of such sorts of leadership training depends on several factors, to equip the leaders along with leadership skills including the quality of instructional materials handlings, practical application of empowering appropriate person at appropriate place to make them responsible of such exercises, and the integration of real-world scenarios to whole the staff members (Baig, 2011). Research shows that participants who undergo structured training in quantitative methods exhibit improved analytical thinking, data interpretation skills, and decision-making accuracy. Moreover, these programs foster a deeper understanding of statistical tools, econometric modeling, and predictive analysis, which are essential in today's data-driven environment. Challenges such as varying levels of prior knowledge and the complexity of quantitative techniques can impact learning outcomes, emphasizing the need for personalized and adaptive training approaches (Bush, 2018). Overall, effective training in quantitative methods empowers individuals to harness the power of data, make informed decisions, and contribute significantly to organizational and societal progress. Future research should focus on optimizing training methodologies to maximize learning outcomes and practical application (Bush, 2018).

Research objectives: To understand the topic and widen its scope following research objectives were designed;

- To assess the knowledge and skills provided to the trainees during the program.
- To what extent the program remained helpful in providing administrative skills.
- To what extent the program remained fruitful in providing modern teaching skills.
- To evaluate the effectiveness of the program in providing knowledge skills and job satisfaction attitudes to the trainee officers.

Research Questions

To deepen the further understanding following research questions were developed;

1. What sort of knowledge and skills are provided to the trainees during the program?
2. What extent the program remained fruitful in providing modern teaching skills?
3. What extent the program remained helpful in providing administrative skills?
4. What did the skill enhancement and job satisfaction attitudes provided the trainee officers?

Methodology

the method of the current research was quantitative and descriptive by purpose was adjusted for this study. Quantitative study is quantified methods involved statistical, mathematical and computational

technique that enables individuals to analyze numerical data to identify trends and drive meaningful conclusions (Mack, 2010).

Research Design

current research study is quantitative by method and descriptive by purpose, Quantitative design is employed to collect data certain demarcated limits to achieve the results within stipulated time frame and analyze statistically taking frequency, mean, mode, standard deviation the etc. in quantitative research the results can be drawn effectively statistical calculations be seemed un bias and error free, accuracy and reliability expectation are often found (Mack, 2010). The quantitative analysis is often considered more optimistic and valid to larger extent. Quantitative analysis plays a critical in enhancing decision making and problem solving skills, across various fields including business research and educational research (Vickie & Clinton , 2012). The effectiveness of leadership training in quantitative methods of analysis plays a critical role in enhancing decision and problem solving and calculations are can easily be made by SPSS.

Respondents

The respondents of this study are recently trained officers of information technology, who have completed mandatory training program @ provincial Institute of Teacher Education (PITE)Sindh, Nawabshah. There were 109 IT officers who have gone through the officer's mandatory training program for skill enhancement.

Data collection

the process of data collections was made through a questionnaire and pretest and posttest results and the data was also collected through a Google form as to get receive data easily and promptly according to need of modern lines. Although data collection was tedious and lengthy process Google made it easy to collect for the analysis.

Instrument

for data collection the researcher had developed five points likert scale questionnaire tool ranging from (1. strongly disagree, 2.Disagree, 3.Neutral, 4.Agree and 5.Strongly agree), along with this Google form was also distributed among participants to collect data easily and promptly then pre and post were also collected to generate correct and get authentic results.

Data Analysis

the process of data analysis was made through spss software, it was in two terms, in the first term collected data will be put in application and descriptive statistics was ran mean, median and standard deviation was applied and result collected, then in the same way t test was applied on pretest and posttest were compared. In this way whole the data was statically applied and the obtained results were analyzed (Christensen, et al., 2014).

Descriptive Statistics

	N	Minimum	Maximum	Sum	Mean	Std. Deviation
A. Cognitive Domain 1.Critical thinking	112	4	5	549	4.9	0.299
2.Theoretical knowledge	112	4	5	549	4.9	0.299
3.Assessment task	112	5	5	560	5	0
4.Opportunities to learners	112	5	5	560	5	0
5.feedback and assessment improve cognitive Performance	112	4	5	549	4.9	0.299
6. problem-solving skills	112	2	5	523	4.67	0.69

B. Affective Domain 1. Classroom Activity	112	4	5	549	4.9	0.299
2. students are given opportunity to express Opinions	112	3	5	558	4.98	0.189
3. the teacher recognize and reinforce desirable learner behavior	112	3	5	527	4.71	0.639
4. Assessment includes observation of students attitudes and values	112	3	5	558	4.98	0.189
5. students demonstrate motivation and responsibility towards learning tasks	112	4	5	559	4.99	0.094
6. Classroom activities encourage positive attitude towards learning's.	112	2	5	543	4.85	0.557
C.1. Practical activities help student develop relevant Skills.	112	5	5	560	5	0
2. Students are given sufficient time to practice new skills.	112	4	5	503	4.49	0.502
3..Performance based assessments are used Effectively	112	4	5	537	4.79	0.406
4. Teacher provides guidance and feedback on skill development.	112	2	5	544	4.86	0.583
5. Learning activities integrate both theory and hand on practice.	112	4	5	549	4.9	0.299
D.1. Assessment practice , aligned with intended learning outcomes	112	1	5	501	4.47	1.245
2. different types of assessment are used	112	1	5	490	4.38	1.238
3. assessment results are used to improve teaching and learning strategies	112	3	5	480	4.29	0.65
4. Students are informed about assessment criteria before performing tasks.	112	4	5	537	4.79	0.406
5. Assessment methods are fair, valid and reliable.	112	2	5	533	4.76	0.557
Valid N	112					

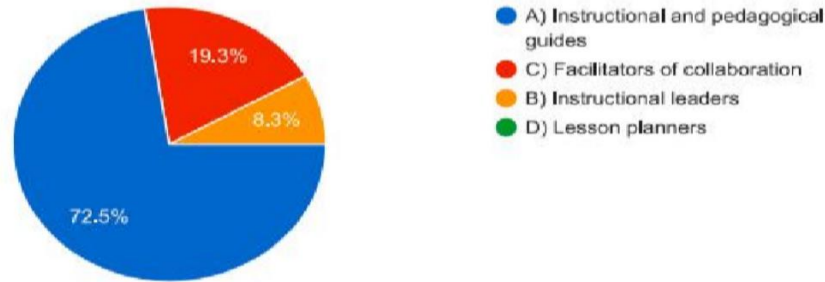
Analysis

this is a quantitative study using descriptive statics sample 112 participants, (IT Officers) who have gone through mandatory training for the promotion of next grade it was evident from the descriptive data analysis that identical means is 4.90 and SDs, 0.189, 0.583, 0.299 &, 0.557 indicates dispersion around the mean, it shows differences in achievement. It shows positive perceptions indicates uniformly high performance after receiving officers mandatory training @ Provincial Institute Of Teacher Education (PITE) Nawabshah.

SCHOOL EDUCATION & LITERACY DEPARTMENT PROVINCIAL INSTITUTE OF TEACHER EDUCATION (PITE) SINDH NAWABSH

Q1. Effective teachers are not only administrators of knowledge but also act

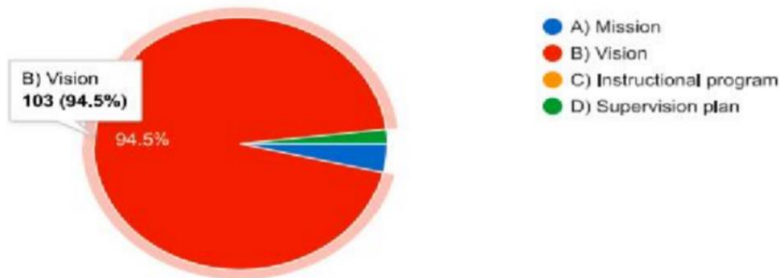
109 responses



Analysis; from this graph it is evident that 72.5% participants acknowledged that effective teachers are the best administrator along with the best planners also.

Q.2. Setting clear long-term goals for teaching and learning reflects an institution's

109 responses

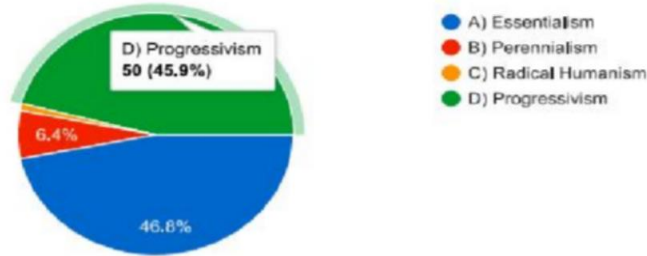


ANALYSIS:

It is evident from the above graph that majority of the trainee leaders have acquired knowledge and skills 94.5% of the responses of the respondents confessed that the leadership training helpful for them.

Q.3. The philosophy that emphasizes learner’s needs, skills, and values for active participation in society is called

109 responses

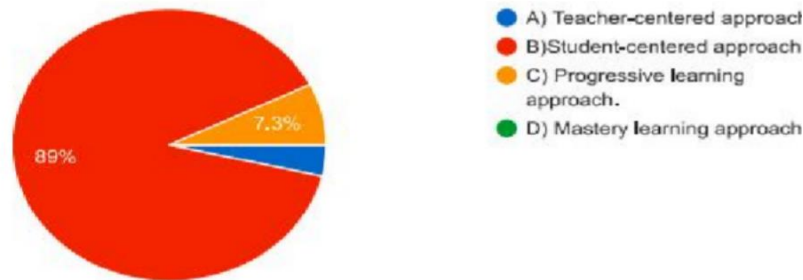


Analysis

it is evident from the above graph that the majority of the trainee leaders 46.6% acknowledged that leadership training remained helpful for them..

Q.4. Project-Based Learning (PBL) i...

109 responses

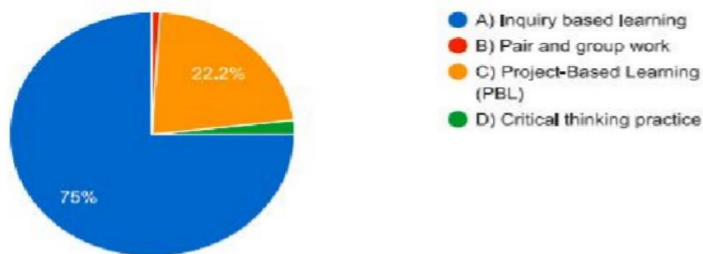


Data Analysis

It is evident from the above graph that majority of the trainee leaders 75% of the respondents acknowledge d that the leadership training remained effective for them in equipping knowledge the trainee leaders have acquired knowledge and skills 89% of the responses of the respondents

Q.5. When students are equipped with tools to independently explore and discover knowledge, the approach is called

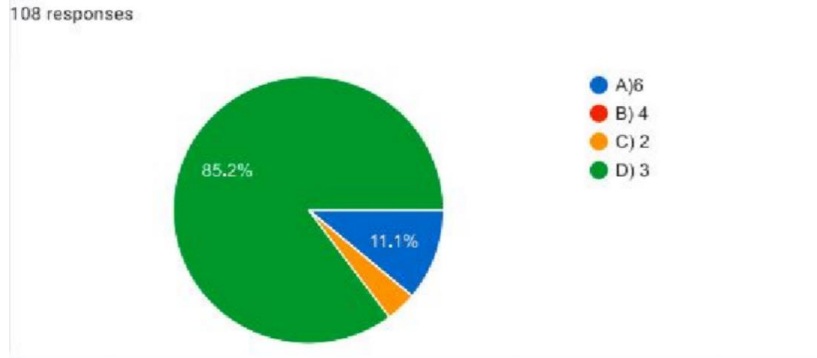
108 responses



ANALYSIS

It is clear in this graph that majority of trainee officers 75% confessed that training has provided them knowledge and skills.

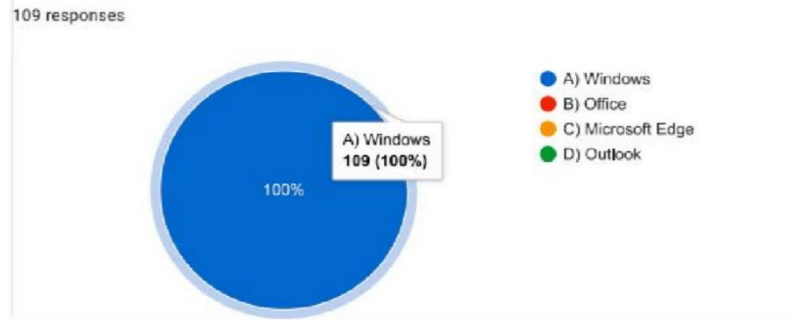
Q.6. Bloom's Taxonomy identifies how many main domains of learning?



Analysis

It is evident from the above graph that majority of the trainee leaders 85,2% of the responses of the respondents acknowledged that the leadership training remained effective for them in providing awareness about Blooms Taxonomy it main domains of learning.

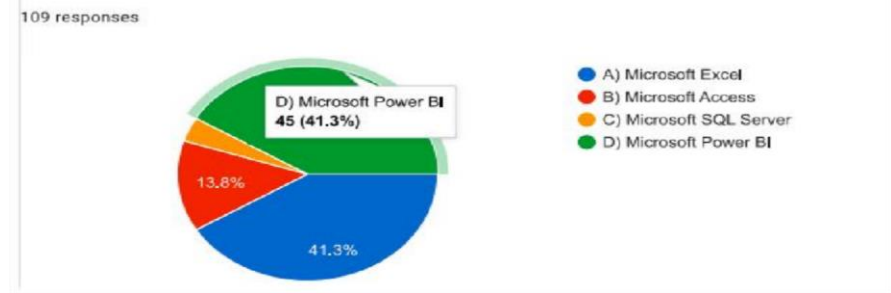
Q.8. Microsoft's most widely used operating system is



ANAYSIS

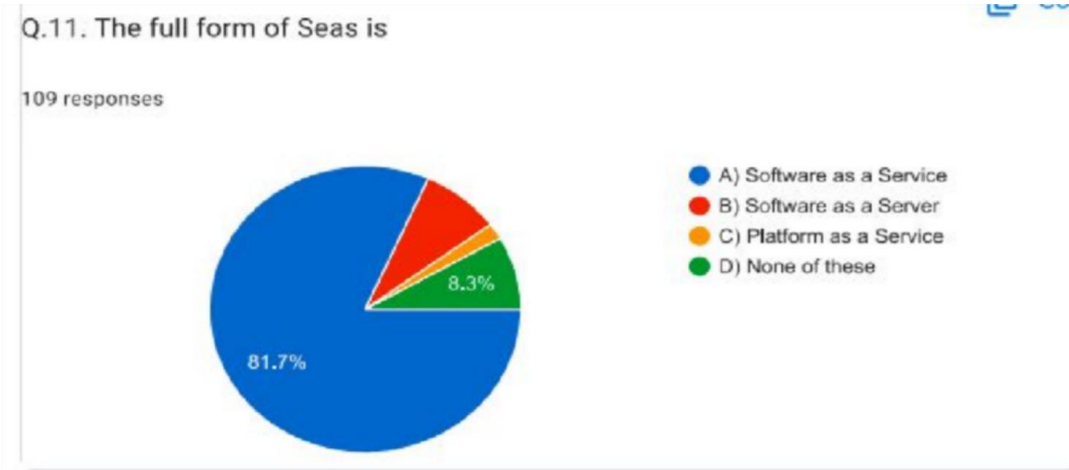
It is evident from the above graph that majority of the trainee leaders 100% of the responses of the respondents acknowledged that the leadership training remained effective for them in providing awareness about computer literacy

Q.10. Which Microsoft tool is primarily designed for managing and analyzing data?



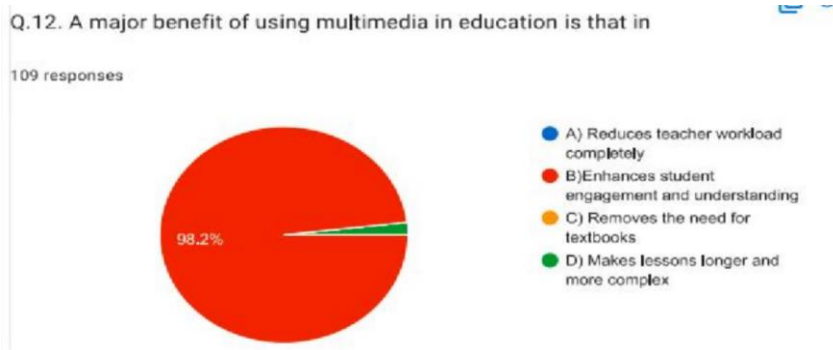
Analysis

It is evident from the above graph that majority of the trainee leaders 41.3 % of the responses of the respondents acknowledged that the leadership training remained effective for them in providing awareness about computer literacy and data analysis.



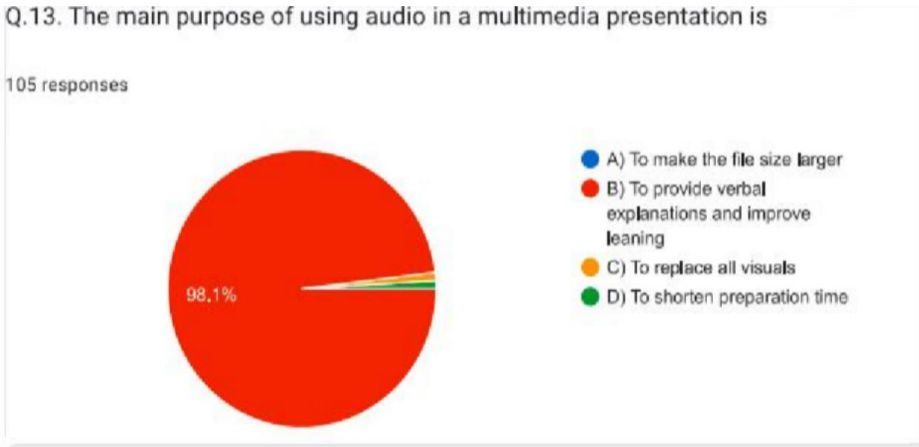
ANAYSIS

It is evident from the above graph that majority of the trainee leaders 81.7%% of the responses of the respondents acknowledged that the leadership training remained effective for them in providing awareness about computer literacy.



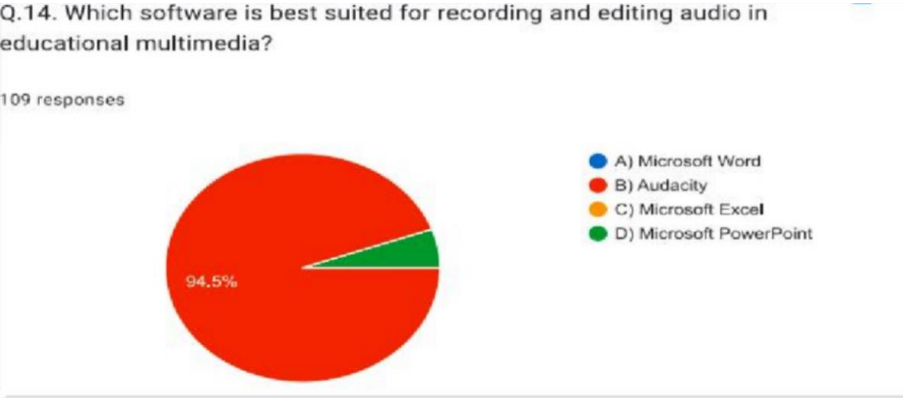
Analysis

It is evident from the above graph that majority of the trainee leaders 98,2% of the responses of the respondents acknowledged that the leadership training remained effective for them in providing awareness about usage of multimedia.



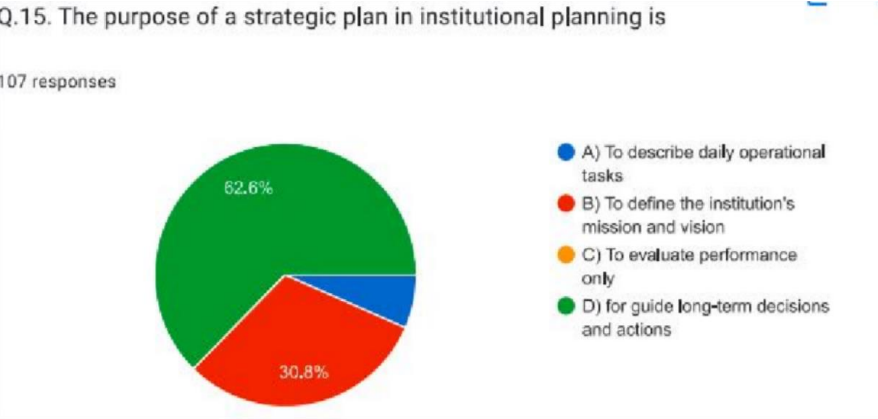
Analysis

It is evident from the above graph that majority of the trainee leaders 98.1% of the responses of the respondents acknowledged that the leadership training remained effective for them in providing awareness about modern and innovative computer presentation.



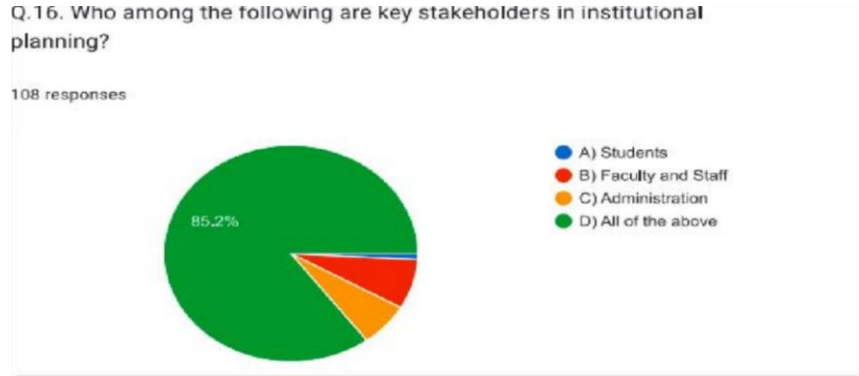
ANALYSIS

It is evident from the above graph that majority of the trainee leaders 94.5% of the responses of the respondents acknowledged that the leadership training remained effective for them in providing better understanding computer literacy and editing audio in multimedia and its practical usage.



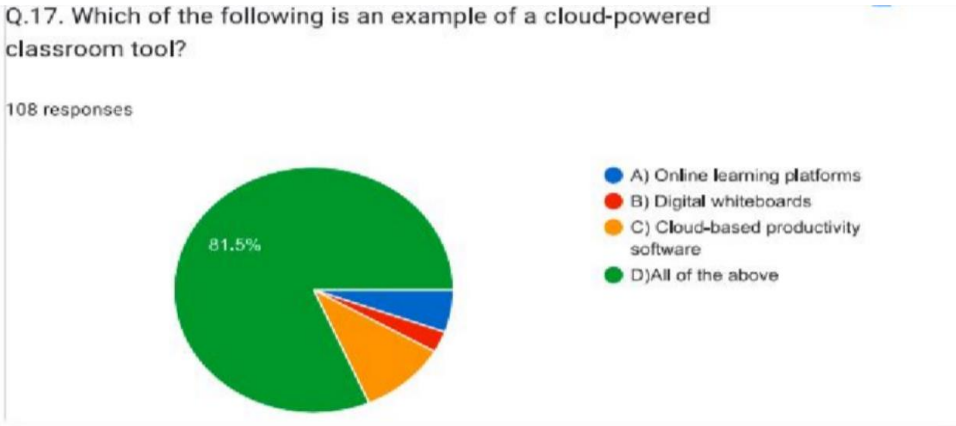
ANAYSIS

It is evident from the above graph that majority of the trainee leaders 62.6% of the responses of the respondents acknowledged that the leadership training remained effective for them.



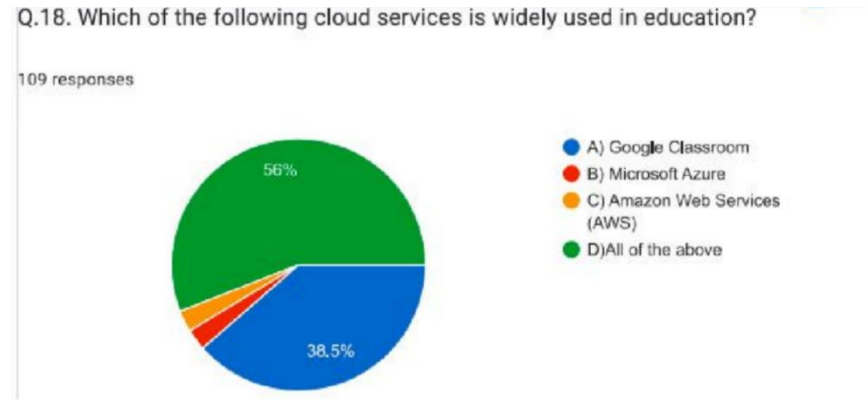
ANALYSIS

It is evident from the above graph that majority of the trainee leaders 85.2% of the responses of the respondents acknowledged that the leadership training remained effective for them in providing better understanding in planning.



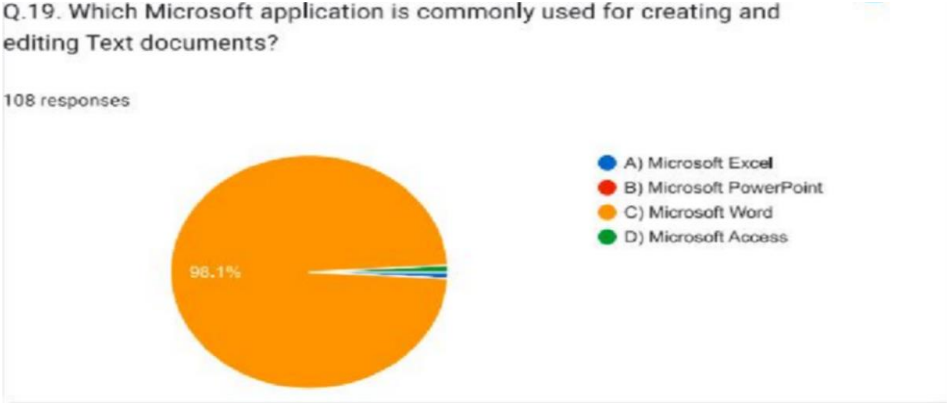
Analysis;

It is evident from the above graph that majority of the trainee leaders 81.5% of the responses of the respondents acknowledged that the leadership training remained effective for them.



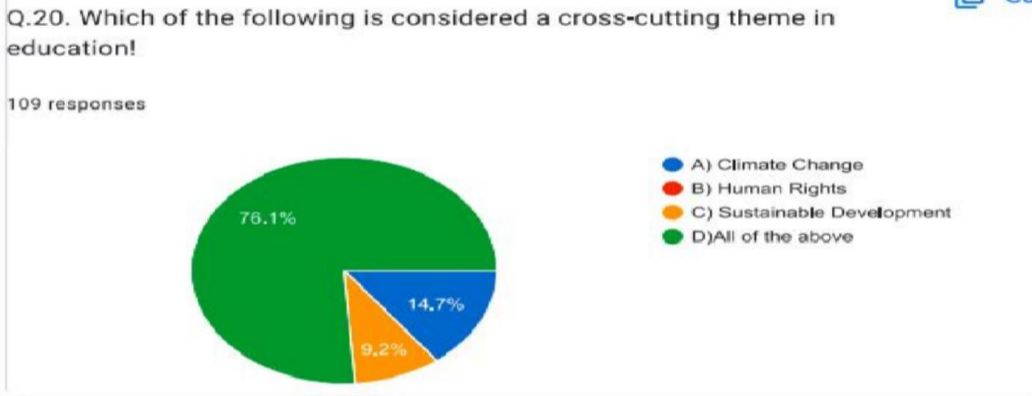
Analysis

It is evident from the above graph that majority of the trainee leaders 38.5% of the responses of the respondents acknowledged that the leadership training remained effective for them.



Data Analysis

It is evident from the above graph that majority of the trainee leaders have acquired knowledge and skills 85.2% of the responses of the respondents shows that the leadership training fruitful for them.



Analysis:

It is evident from the above graph that majority of the trainee leaders 76.1% of the responses of the respondents acknowledged that the leadership training remained effective for them.

Findings:

The findings of the current research study underscored respondents proficiency in administrative as well as academic strengthen in respective areas and development in their conceptual domains, that highlighting their important role in supporting and effective educational environment with a new and innovative skills according to modern lines (Connery , Lori, Frick, & William , 2021). Findings from the descriptive data analysis that identical means is 4.90 and SDs,0.189, 0.583, 0.299 &, 0.557 indicates dispersion around the mean indicates high performance in achievements. The findings of the current research study underscored respondents proficiency in administrative as well as academic strengthen in respective areas and development in their conceptual domains, that highlighting their important role in supporting and effective educational environment with a new and innovative skills according to modern lines. Findings of current research study adherence with many

other scholars finding such as (Nassaji, 2015), who have already expressed that the trained teachers and leaders can improve the standard and quality of education. It is evident from the findings of this study that whosoever has gone through continuous professional development (CPD) can manage and acquire better results as compared to those who have not went through such kind of trainings. It is the main role, responsibilities, and mandate of Provincial Institute of Teacher Education (PITE) only; its administration played major role to make it efficient and effective. It is evident from the findings that teachers and administrators ought to be aware about the modern techniques of teaching, learning and administrative skills.

Conclusions:

conclusion is drawn on the basis of analysis of the results, the result depicted that the leadership trainings are essential for the enhancement of knowledge and skills. The data was analyzed on the basis of the graph, it is crystal clear that 94.5% result shows, majority of the trainee leader acknowledged that training remained fruitful for them in acquiring leadership, managerial and administrative skills which adorned them to cope with modern and innovative skills.

Recommendations:

recommendations were made on the basis of analysis of results and conclusions, As per response of respondents, it is recommended that professional training and job performance training should be mandatory for officers of all Grades on yearly basis.

- It is highly emphasized that job satisfaction is directly related to mandatory training that is essential to one another, so such kinds of training can improve job performance satisfactory.
- It is recommended that training should be mandatory to qualify for the promotion of every Grade; no any promotion should be made without professional development training.
- It is strongly recommended that modern and innovative skills enhance capability along with computer literacy, should be essentially included, and it is also needed to refine its manual every year, and must be incorporated with new and innovative traits of teaching, learning and basic administration skills.

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