

NATIONAL BOARD FOR TECHNICAL EDUCATION

NATIONAL DIPLOMA (ND)

IN

INDUSTRIAL AND LABOUR RELATIONS

CURRICULUM AND COURSE SPECIFICATIONS

DECEMBER 2011

Plot B, Bida Road, P.M.B. 2239, Kaduna, Nigeria

www.nbte.gov.ng

GENERAL INFORMATION

1.0 Title of Programme:

National Diploma in Industrial and Labour Relations (ND ILR).

2.0 Goal of the Programme:

The National Diploma in Industrial and Labour Relations (ND ILR) is aimed at producing knowledgeable and skilled middle level personnel for public and private establishments as well as for self employment.

3.0 Objectives of the Programme:

On completion of the programme, the diplomates should be able to:

- Effectively apply the knowledge of the dynamics of labour law and employment regulation in line with international best practices.
- Effectively apply behavioural knowledge to solve problems and meet needs of the workplace.
- Organise gender awareness, sensitization and mainstreaming activities.
- Organise campaigns against gender discrimination at the workplace.
- Effectively apply the knowledge of labour administration to good governance and sustainable development.
- Apply the knowledge of globalisation and its relevance to labour market dynamics.
- Apply the knowledge and skills of organising to manage trade unions.
- Apply the knowledge of safe and healthy work environment to the workplace.
- Apply the knowledge of the basic concepts and principles of labour economics in relation to labour and work organisation.
- Apply the knowledge of the historical development of trade union movement in Nigeria for situational analysis.
- Apply the knowledge of the basic principles of negotiation and collective bargaining in negotiation and collective bargaining.
- Apply the knowledge of industrial conflict and dispute resolution in conflict resolution and management.
- Appropriately apply industrial relations theory in solving real-life workplace problems.

4.0 General Entry Requirements:

The general entry requirements for the ND programme are:

- (1) 1.1 WASC/SSCE/GCE '0' level or equivalent with a minimum of 5 Credit passes in relevant subjects including Mathematics and English Language obtained at not more than two sittings and three others from Economics/Commence, Government, Biology/Agric. Science, Book keeping and Accounts, etc; OR
1.2 Teachers' Grade II Certificate at Merit/Credit level including Mathematics and English;
- (2) *Others:*
 - 2.1 Those with higher qualifications such as ND, HND, or University degrees but little or no knowledge of Industrial Relations may apply;

5.0 Curriculum

5.1 The curriculum is structured into four semesters of classroom, laboratory /workshop activities in the institution and 3 to 4 months supervised industrial work experience scheme (SIWES) in a relevant industry. Each semester of institutional based activities shall be for duration of 17 weeks distributed as follows:

- 15 contact weeks of teaching, i.e. theory, practical exercises, quizzes, tests etc and
- 2 weeks for examination and registration

5.2 **The curriculum of the ND programme** consists of four main components viz.:

- i) General Studies Courses
- ii) Foundation Courses
- iii) Professional Courses

iv) Supervised Industrial Work Experience Scheme (SIWES).

5.3 **The General Studies** component includes courses in Social Sciences,/Art/Humanities/Mathematics/Natural Sciences/ English Language/Communication, History and Physical & Health Education, Citizenship Education, Entrepreneurship.

The General Education courses shall account for not more than 15% of the total contact hours for the programme.

5.4 **Foundation Courses** include Economics, Quantitative Techniques, Statistics, and Law, etc. The number of hours for the foundation courses shall be between 10 – 15% of the total contact hours for the programme.

5.5 **Professional Courses** are specialized core courses which give the student the theory and practical skills he needs to practice in his field of specialization at the technician level.

5.6 **Final year (ND) Project.**

Final year ND students in this programme are to carry out individual project work in the field of industrial relations.

6.0 Conditions for the Award of the Diploma

6.1 The ND programme in Industrial and Labour Relations shall be accredited by NBTE before the diplomates are awarded the diploma certificates. Details about the process of accrediting a programme for the award of the National Diploma or Higher National Diploma are available from the Executive Secretary, National Board for Technical Education, Plot B, Bida Road, P.M.B. 2239, Kaduna, Nigeria.

6.2 Institutions will award the National Diploma to candidates who successfully completed the programme after passing the prescribed coursework, examination, diploma project and the supervised industrial work experience. Such candidates should have completed between 72-80 semester credit units as prescribed in the programme.

7.0 Classification of Diplomas

7.1 Diplomas shall be classified as follows:

Distinction	-	GPA of 3.50 and above
Upper Credit	-	GPA of 3.00 – 3.49

Lower Credit	-	GPA of 2.50 – 2.99
Pass	-	GPA of 2.00 – 2.49

7.2 Duration

The National Diploma (ND) programme is terminal and candidates graduating from the programme should be able to perform at the technician level. Each Diploma programme should run for 4 semesters of 17 weeks. A candidate must take at least 16 credit units per semester while the maximum varies from 20-22.

8.0 Guidelines on SIWES

For the smooth operation of the SIWES, the following guidelines shall apply:

- (a) Institution offering the programme shall arrange to place the students in industry
- (b) The placement Officer should discuss and agree with industry on the following:
 - i. Task Inventory of what the student should be expected to experience during the period of attachment.
 - ii. The Industry-based and Institution-based supervisors of the student.
- ii. The final grading of the student during the period of attachment should be weighted more on the evaluation by his industry-based supervisor.

8.1 Evaluation of Students during the SIWES

The following criteria should be used for evaluation of students during SIWES:

- (a) Punctuality
- (b) Attendance
- (c) General attitude to work
- (d) Respect for authority
- (e) Interest in the field/technical area
- (f) Technical competence as a potential technician in his field

8.2 Grading of SIWES

To ensure uniformity of grading scales, the institution should ensure that the uniform grading of students' work, which has been agreed to by all institutions is adopted

8.3 The Institution Based Supervisor

The institution-based supervisor should initial the logbook during each visit. This will enable him to check and determine to what extent the objectives of the scheme are being met and to assist students having any problems regarding the specific assignments given to them by their industry-based supervisor.

8.4 Frequency of Visit

Institution should ensure that students placed on attachment are visited within one month of their placement. Other visits shall be arranged so that

- (1) there is another visit six weeks after the first visit and
- (2) a final visit in the last month of the attachment

8.5 SIWES as a Component of the Curriculum

The completion of SIWES is important in the final determination of whether the student is successful in the programme or not. Failure in the SIWES is an indication that the student has not shown sufficient interest in the field or has no potential to become a skilled technician in his field. The SIWES should be graded on a fail or pass basis. Where a student has satisfied all other requirements but failed SIWES, he may only be allowed to repeat another four months SIWES at his own expense.

9.0 Guidance Notes for Teachers of the Programme

9.1 The new curriculum is drawn in course units. This is in keeping with the provision of the National Policy on Education which stresses the need to introduce the semester credit unit which will enable a student who so wishes to transfer the units already completed in an institution of similar standard from which he is transferring.

- 9.2** In designing the units, the principles of the modular system by product has been adopted; thus making each of the professional modules, when completed, provide the student with technician operative skills, which can be used for employment purposes.
- 9.3** As the success of the credit unit system depends on the articulation of programmes in the institutions and industry, the curriculum content has been written in behavioural objectives, so that it is clear to all, the expected performance of the student who successfully completed some of the courses or the diplomates of the programme. There is a slight departure in the presentation of the performance based curriculum which requires the conditions under which the performance are expected to be carried out and the criteria for the acceptable levels of performance. It is a deliberate attempt to involve the staff of the department teaching the programme in writing their own curriculum stating the conditions under which the performance can be vetted by the Academic Board of the institution. Our main aim is to continue to see to it that a solid internal evaluation system exists in each institution for ensuring minimum standard and quality of education in the programme offered throughout the polytechnic system.
- 9.4** The teaching of the theory and practical work should as much as possible, be integrated. Practical Exercises especially those in processional courses and laboratory work should, as much as possible, be integrated.

CURRICULUM TABLE

ND I SEMESTER I

COURSE CODE	COURSE TITLE	T	P	CU/H
ILR 111	Introduction to Industrial Relations	3	-	3
ILR 112	Principles of Organizational Psychology	2	-	2
ILR 113	Labour Law and Employment Regulation I	3	-	3
ILR 114	History of Nigerian Trade Unions	2	-	2
BAM 125	Information Technology	2	2	4
GNS 211	Introduction to Sociology	2	-	2
GNS 101	Use of English I	2	-	2
GNS 111	Citizenship Education and HIV/AIDS I	1	1	2
	TOTAL	17	3	20

ND I SEMESTER II

COURSE CODE	COURSE TITLE	T	P	CU/H
ILR 121	Labour Administration in Nigeria	1	1	2
ILR 122	Industrial Relations Theories	3	-	3
ILR 123	Labour Law and Employment Regulation II	2	1	3
EED 126	Introduction to Entrepreneurship	2	2	4
ACC 111	Principles of Accounting	1	1	2
BAM 212	Business Statistics	1	1	2
GNS 102	Communication in English I	2	-	2
GNS 131	Citizenship Education and HIV/AIDS II	1	1	2
	TOTAL	15	7	22

Industrial Attachment (SIWES)

ND II SEMESTER I

COURSE CODE	COURSE TITLE	T	P	CU/H
GNS 228	Research Method	1	1	2
ILR 212	Principles and Practice of Negotiation and Collective Bargaining	2	1	3
ILR 213	Industrial Conflict Management and Resolution	2	1	3
ILR 214	Labour Economics	2	-	2
EED 216	Practice of Entrepreneurship	2	2	4
BAM 211	Principles of Management	1	1	2
GNS 201	Use of English II	2	-	2
GNS 214/229/230	General Physics I/General Chemistry I/General Biology I*	2	-	2
	TOTAL	15	5	20

*Electives

ND II SEMESTER II

COURSE CODE	COURSE TITLE	T	P	CU/H
ILR 221	Gender and the Workplace	2	-	2
ILR 222	Trade Union Management	1	1	2
ILR 223	Globalization and Labour Market	2	-	2
ILR 224	Occupational Health and Safety in the Workplace	1	1	2
BAM 224	Elements of Human Capital Management	2	1	3
GNS 202	Communication in English II	1	1	2
ILR 225	Research Project	-	3	3
	TOTAL	9	7	16

PROGRAMME: National Diploma in Industrial and Labour Relations	CODE: ILR 111	CREDITUNIT/ HOUR: 3
COURSE: Introduction to Industrial Relations	PRE-REQUISITE:	THEORETICAL: 3
SEMESTER: 1st		PRACTICAL:

COURSE MAIN AIM/GOAL: *This course is aimed at introducing the student to the basic concepts and issues in industrial relations*

GENERAL OBJECTIVES:

At the end of this course, the student should be able to:

- 1.0 Know the meaning and scope of industrial relations
- 2.0 Know the key actors and their roles in industrial relations
- 3.0 Know factors affecting industrial relations practice.
- 4.0 know the process of effective resolution of industrial conflict

GENERAL OBJECTIVE: 1.0 – Know the meaning and scope of industrial relations			
S/N	Specific Learning Outcome	Teacher’s Activities	Resources
1.1	Define Industrial Relations	Define Industrial Relations	Internet, relevant labour laws ILO Conventions Textbooks Journals Marker Board Pens Flip Chart/Board
1.2	Explain Industrial Relations Systems	Explain Industrial Relations Systems	
1.3	Identify key concepts in industrial relations such as: i. Stakeholders ii. Tripartism iii. Bipartism iv. Social dialogue v. Collective bargaining vi. Conciliation, Adjudication, etc	Examine key concepts in industrial relations	
1.4	Explain the concepts in 1.3 above	Explain the scope of industrial relations	
1.5	Examine the scope and essence of industrial relations	Explain the essence of the study of industrial relations	
GENERAL OBJECTIVE: 2.0 – Know the key actors and their roles in industrial relations			
2.1	Identify key actors in industrial relations; namely: Labour, Employers, Government and Stakeholders	outline the key actors in industrial relations	Internet relevant labour laws ILO Conventions Textbooks/Journals Marker Board/Pens Flip Chart/Board
2.2	Explain the roles played by the key actors in 2.1 above.	Explain the roles of key actors in 2.1 above.	
2.3	Identify the roles played by other stakeholders in industrial relations	Explain interrelationships among key actors and the increasing role of the community in the industrial relations system	

GENERAL OBJECTIVE: 3.0 – know factors affecting industrial relations practice			
3.1	Explain the essence of mutual recognition and respect among all actors	Explain the principles under lying the Tri-partite relationship	relevant labour laws ILO Conventions Textbooks Journals Marker Board Pens Flip Chart/Board
3.2	Identify the relevant ILO Conventions and labour Acts in industrial relations practice.	Explain the relevant ILO Conventions and labour Acts in industrial relations practice.	
3.3	Explain collective bargaining structures	Explain collective bargaining structures	
3.4	Explain grievance handling procedure	Explain the basis and process of grievance handling procedure	
GENERAL OBJECTIVE: 4.0 – Know the process of effective resolution of industrial conflict			
4.1	State causes of industrial conflicts	Explain causes of industrial conflicts	relevant labour laws ILO Conventions Textbooks/Journals Marker Board/Pens Flip Chart/Board
4.2	Explain levels and manifestations of industrial conflicts	Explain levels of industrial conflict:	
4.3	Explain the stages of resolution of industrial conflicts	Explain the manifestations of industrial conflict: Strikes, go-slow, lock-out, walk-to-work rule, sabotage, etc.	
4.4	Explain internal and external mechanisms of conflict resolution.	Explain internal and external mechanisms of conflict resolution.	
4.5	Explain the importance of conflict and its resolution to organisations and employees.	Explain the importance of conflict and its resolution to organisations and employees.	
4.6		Role play	

PROGRAMME: National Diploma in Industrial and Labour Relations	CODE: ILR 112	CREDIT UNIT/HOURS: 3
COURSE: Principles of Organisational Psychology	PRE-REQUISITE:	THEORETICAL: 2 hours/week - 100 %
SEMESTER: 1 st		PRACTICAL:

COURSE MAIN AIM/GOAL: The aim of this course is to expose the student to the application of behavioural knowledge to solve problems and meet needs of the workplace

GENERAL OBJECTIVES:

On completion of this module, the student should be able to:

- 1.0 Understand the scope of organizational psychology;
- 2.0 Understand theories and research in industrial psychology
- 3.0 Understand basic elements of conflict management in organisation

GENERAL OBJECTIVE: 1.0 – <i>Understand the scope of Industrial psychology</i>			
1.1	Define organisation and psychology	Explain organisation and psychology	relevant labour laws ILO Conventions Textbooks Journals Marker Board Pens Flip Chart/Board
1.2	Define organisational/industrial psychology	Explain organisational /industrial psychology	
1.3	Explain the scope of organisational psychology	Explain the scope of organisational psychology	
GENERAL OBJECTIVE: 2.0 – <i>Understand theories and research in industrial psychology</i>			
2.1	Identify theories of industrial psychology	Explain theories of industrial psychology	relevant labour laws ILO Conventions Textbooks Journals Marker Board Pens Flip Chart/Board
2.2	Explain the theories in '1.1' above	Explain research methodology in industrial psychology	
2.3	Explain research methodology in industrial psychology	Explain benefits of industrial psychology	
2.4	Explain benefits of industrial psychology		

GENERAL OBJECTIVE: 3.0 – <i>Understand basic element of conflict management in an organisation</i>			
3.1	Define conflict	Explain the concept “conflict”	relevant labour
3.2	Explain types of industrial conflict	Explain types of industrial conflict	laws
3.3	State causes of industrial conflict	Explain causes of industrial conflict	ILO Conventions
3.4	Identify manifestation of industrial conflict	Explain manifestations of industrial conflict	Textbooks
3.5	Explain conflict management	Explain conflict management	Journals
			Marker Board
			Pens
			Flip Chart/Board

PROGRAMME: National Diploma in Industrial and Labour Relations	CODE: ILR 113	CREDIT UNIT/HOURS: 3
COURSE: Labour Law and Employment Regulation I	PRE-REQUISITE:	THEORETICAL: 2 hours/week - 100 %
SEMESTER: 1st		PRACTICAL:

COURSE MAIN AIM/GOAL: This course is designed to expose the student to the dynamics of labour law and employment regulation in line with international best practices

GENERAL OBJECTIVES:

On completion of this module, the student should be able to:

- 1.0 Know sources of Nigerian labour law
- 2.0 Appreciate the importance of labour law for harmonious industrial relations
- 3.0 Appreciate the practical application of labour law in the promotion and defence of employer/employee rights
- 4.0 Know the key international standards relevant to the practice of industrial relations in Nigeria
- 5.0 Appreciate key elements of decent work agenda

GENERAL OBJECTIVE: 1.0 – <i>Know sources of Nigerian labour law</i>			
S/N	Specific Learning Outcomes	Teacher’s Activities	Resources
1.1	Define labour law	Explain labour law	Books, Journals, e-Sources, Multimedia Projector, Computer, Flip chart /Board, Marker Pens
1.2	Trace the evolution of Nigerian labour law	Trace the evolution of labour laws in Nigeria	
1.3	Mention the importance of labour law	State the importance of labour laws	
1.4	Identify the scope of labour law	Explain the scope of labour law	
1.5	Identify sources of Nigerian labour law	Explain sources of Nigerian labour law	
GENERAL OBJECTIVE: 2.0 – <i>Appreciate the importance of labour laws for harmonious industrial relations</i>			
2.1	Define industrial relations	Explain industrial relations	Books, Journals, e-Sources, Multimedia Projector, Computer, Clip Chart/Board, Markers, Pens
2.2	Define harmonious Industrial Relations	Explain harmonious industrial relations	
2.3	State causes of industrial disharmony	Explain causes of industrial disharmony	
2.4	Explain the role of labour law in achieving industrial harmony	Explain the role of labour law in achieving industrial harmony	
2.5	List the benefits of Industrial harmony	Explain the benefits of industrial harmony	
GENERAL OBJECTIVE: 3.0 – <i>Appreciate the practical application of labour laws in the promotion and defence of employer/employee rights</i>			
S/N	Specific Learning Outcomes	Teacher’s Activities	Resources
3.1	Define employer/employee	Explain rights of employer and employee	Books, Journals, e-Sources, Multimedia Projector, Computer, Clip Chart/Board, Markers, Pens
3.2	Define employer/employee rights	Explain contract of employment	
3.3	Define fair and unfair labour practices	Explain fair and unfair labour practices	
3.4	Cite cases of fair and unfair labour practices	Cite cases of fair and unfair labour practices	

GENERAL OBJECTIVE: 4.0 – <i>Know the key international standards relevant to the practice of industrial relations in Nigeria</i>			
4.1	Define international labour standards	Explain international labour standards	Books, Journals, e-Sources, Multimedia Projector, Computer, Clip Chart/Board, Markers, Pens
4.2	Describe how international labour standards are derived	Explain how international labour standards are derived	
4.3	Explain the relevance of international labour standards	Explain the relevance of international labour standards	
4.4	Explain the ratification and domestication of international labour standards	Explain the ratification and domestication of international labour standards	
GENERAL OBJECTIVE: 5.0 – <i>Appreciate key elements of decent work agenda</i>			
5.1	Define decent work agenda/decent work programme	Explain decent work agenda/decent work programme.	Books, Journals, e-Sources, Multimedia Projector, Computer, Clip Chart/Board, Markers, Pens
5.2	Identify the features/principles of decent work agenda/work programme	Highlight the features of decent work agenda/programme	
5.3	State the benefits of decent work agenda/work programme	Explain the benefits of decent work agenda/programme	
5.4	Explain the implementation of decent work agenda/programme	Explain implementation of the Nigerian decent work programme	

PROGRAMME: National Diploma in Industrial and Labour Relations	CODE: ILR 114	CREDIT HOUR: 2
COURSE: History of Nigerian Trade Unions	PRE-REQUISITE:	THEORETICAL: 2 hours/week - 100 %
SEMESTER: 1 st		PRACTICAL:

COURSE MAIN AIM/GOAL: The aim of this course is to enable the student appreciate the historical development of trade union movement in Nigeria

GENERAL OBJECTIVES:
On completion of this course, the student should be able to:

- 1.0 Know the historical development of Nigerian Trade Unions
- 2.0 Understand the historical perspective of trade union movement with particular reference to pre and post independences Nigeria.
- 4.0 Appreciate the role of trade union movement in national development.
- 5.0 Appreciate various restructuring exercises and their implications for the evaluation of trade unions

GENERAL OBJECTIVE: 1.0 - Know the historical development of Nigerian trade unions			
S/N	Specific Learning Outcomes	Teacher's Activities	Resources
1.	Trace the historical development of the trade union movement in Nigeria	Trace the historical development of the trade union movement in Nigeria	Books, Journals, e-Sources, Multimedia Projector, Computer, Flip Chart/Board, Marker Pens
GENERAL OBJECTIVE: 2.0 - Understand the historical perspectives of trade union movement with particular reference to pre and post independence Nigeria.			
2.1	Identify the key historical epochs, Actors and events in trade union movement in Nigeria during the: <ul style="list-style-type: none"> • colonial • Pre-independence • post –independence eras 	Explain the key historical epochs, actors and events in trade union movement in Nigeria during the: <ul style="list-style-type: none"> • Colonial • Pre-independence and • Post-Independence eras 	Books, Journals, e-Sources, Multimedia Projector, Computer, Flip Chart/Board, Marker Pens
GENERAL OBJECTIVE: 3.0 - Appreciate role of trade union movement in national development.			
1.	Explain the emergence of Central labour organisation in Nigeria.	Explain the process and formation of the central labour organisations.	Books, Journals, e-Sources, Multimedia Projector, Computer, Flip Chart/Board, Markers Pens
1.2	Explain the role of trade union movement in national development	Explain the role of trade union movement in national development	
GENERAL OBJECTIVE: 4.0 - Appreciate various restructuring exercises and their implication for the evaluation of trade unions in Nigeria			
4.1.	Explain the trade union restructuring in Nigeria	Explain trade union restructuring in Nigeria	Books, Journals, e-Sources, Multimedia Projector, Computer, Flip Chart/Board, Markers Pens
4.2	Identify the different restructuring exercises in Nigeria and the issues around them (highlights: 1938, 1978, 1996 and 2005).	Assess the different restructuring exercises in Nigeria and the issues around them (highlights: 1938, 1978, 1996 and 2005).	
4.3.	Explain the implications of the restructuring for trade union development and industrial relation practice in Nigeria.	Explain the implications of the restructuring to trade union development and industrial relations practice in Nigeria.	

PROGRAMME: National Diploma in Industrial and Labour Relations	CODE: ILR 121	CREDIT UNITS/HOURS: 2
COURSE: Labour Administration in Nigeria	PRE-REQUISITE:	THEORETICAL: 1Hour/week - 50 %
SEMESTER: 2nd		PRACTICAL: 1 Hour/week - 50 %

COURSE MAIN AIM/GOAL: The aim of this course is to enable the student appreciate the role of effective labour administration to good governance and sustainable development

GENERAL OBJECTIVES:

On completion of this module, the student should be able to:

- 1.0 Know the meaning and scope of labour administration
- 2.0 Understand the components of labour administration in Nigeria
- 3.0 Understand the roles of stakeholders in labour administration
- 4.0 Appreciate emerging issues in labour administration

GENERAL OBJECTIVE: 1.0 – Know the meaning and scope of labour administration			
1.1	Define labour administration	Explain the meaning, functions and scope of labour administration	Books, Journals, e-Sources, Multimedia Projector, Computer, Flip Chart/Board, Marker Pens
1.2	Outline the functions of labour administration.		
1.3	Explain the scope of labour administration	Explain the major actors in effective labour administration	
1.4	Trace the evolution of labour administration in Nigeria	Trace the historical development of labour administration	
1.5	State the major actors in effective labour administration		
1.6	Identify the legal and institutional framework for labour administration	Explain the legal and institutional framework for labour administration	
GENERAL OBJECTIVE: 2.0 – Understand the components of labour administration in Nigeria			
2.1	Outline the components of labour administration	Outline the components of labour administration	Books, Journals, e-Sources, Multimedia Projector, Computer, Flip Chart/Board, Marker Pens
2.2	Explain the components in '2.1' above	Explain the components in '2.1' above	
2.3	Identify standards in labour administration	Identify standards in labour administration	
2.4	Outline the role of Federal Ministry of Labour and other relevant stakeholders in effective labour administration	Explain the role of Federal Ministry of Labour and other relevant institutions	
2.5	List the challenges of effective labour administration	Explain the challenges of effective labour administration	
GENERAL OBJECTIVE: 3.0 – Understand the roles of stakeholders in labour administration			
3.1	Identify stakeholders in labour administration	Explain the role of government, workers' organization, and employers' organization in labour administration	Books, Journals, e-Sources, Multimedia Projector, Computer, Flip Chart/Board, Marker Pens
3.2	Outline the roles of the following stakeholders in labour administration: (a) Government, (b) Employers' organisations, (c) Workers' organisation, (d) National Labour Advisory Council, (e) Industrial Arbitration Panel, (f) National Industrial Court, etc	Explain the roles of relevant institutions such as National Labour Advisory Council, Michael Imoudu National Institute for Labour Studies, Industrial Arbitration Panel (IAP) and National Industrial Courts (NIC) in labour administration	
3.3	Outline the challenges of labour administration in Nigeria	Explain the challenges of labour administration in Nigeria	
3.4	Report on the tour	Organise educational tour	
GENERAL OBJECTIVE: 4.0 – Appreciate emerging issues in labour administration			
4.1	Identify emerging issues in labour administration	Explain emerging issues in labour administration	Books, Journals, e-Sources, Multimedia Projector,
4.2	Explain the role of public and private partnership (PPP) in	Explain the role public private partnership (PPP) in labour	

	labour administration	administration	Computer, Flip Chart/Board, Marker Pens
4.3	Explain the role of labour inspection in labour administration	Explain the role of labour inspection	
4.4	Highlight the importance of social dialogue in labour administration	Highlight the importance of social dialogue in labour administration	
4.5	Explain the importance of Corporate Social Responsibility (CSR) in labour administration	Explain the importance of Corporate Social Responsibility (CSR) in labour administration	

PROGRAMME: National Diploma in Industrial and Labour Relations	CODE : ILR 122	CREDIT UNITS/HOURS: 3
COURSE: Industrial Relations Theories	PRE-REQUISITE: ILR 111 Introduction to Industrial Relations	THEORETICAL: 3 hours - 100%
SEMESTER: 2 nd		PRACTICAL:

COURSE MAIN AIM/GOAL: The thrust of this course is to develop the knowledge and skills of students for the appropriate application of industrial relations theory in solving real-life workplace problems.

GENERAL OBJECTIVES:
On completion of this course, the student should be able to:

- 1.0 Understand industrial relations theories and related concepts
- 2.0 Understand the application of industrial relations theoretical knowledge and skills in effective resolution of industrial conflict
- 3.0 Appreciate the changing nature of work and implications for industrial relations theory and practise

GENERAL OBJECTIVE: 1.0 <i>Understand industrial relations theories and related concepts</i>			
S/N	Specific Learning Outcomes	Teacher's Activities	Resources
1.1	Define theory and related concepts in industrial relations.	Outline industrial relations theories and models	Books, Journals, e-Sources, Multimedia Projector, Computer, Flip Chart/Board, Marker Pens
1.2	Outline Industrial relations theories and models	Explain the theories and models in '1.1' above	
1.3	Explain the relevance of the theories and models in 1.2 above to Nigerian situation	Explain the relevance of the theories and models to Nigerian situation	
GENERAL OBJECTIVE: 2.0 - <i>Understand the application of industrial relations theoretical knowledge and skills in effective resolution of industrial conflict</i>			
2.1	Identify key theoretical perspectives in industrial relations and their theoretical underpinning.	Explain key theories and models in industrial relations and their ideological leanings	Text Books Journals archival materials
2.2	Explain Systems theory, certain actors, certain contexts and ideology and work community;	Explain systems logic or interconnectedness and interrelatedness of certain actors, certain contexts, ideology and work community.	
2.3	Explain Industrial relations unitarism, common interests, co-operative work, rare recognition of conflict and non recognition of trade unions.;	Explain industrial relations unitarism and its emphasis on centralization of authority to recognise trade unions and collective bargaining	
2.4	Explain Industrial democracy, diverse interests, collective bargaining, and institutionalization of conflict;	Describe Industrial relations pluralism and its emphasis on industrial democracy, collective bargaining and institutionalization of conflict	
2.5	Explain Marxism in industrial relations – irreconcilable interests and fundamental conflicts, revolutionary action for change	Explain Marxism in industrial relations with focus on irreconcilable interests and fundamental conflicts as well as revolutionary action for change.	
GENERAL OBJECTIVE: 3.0 <i>Appreciate the changing nature of work and implications for industrial relations theory and practice</i>			
3.1	Describe workplace and its changing nature	Describe workplace and its changing nature	
3.2	Explain implications of changing nature of the workplace to industrial relations theory and practice.	Explain implications of changing nature of the workplace to industrial relations theory and practice.	

PROGRAMME: NATIONAL DIPLOMA IN INDUSTRIAL AND LABOUR RELATIONS	CODE: ILR 123	CREDIT UNITS/HOURS: 3
COURSE: Labour Law and Employment Regulation II	PRE-REQUISITE: ILR 113	THEORETICAL: 2 Hours/week - 66.67%
SEMESTER: 2 nd	Labour Law and Employment Regulation I	PRACTICAL: 1 Hour/week - 33.33 %

COURSE MAIN AIM/GOAL: This course is designed to further expose the student to the dynamics of labour law and employment regulation in line with international best practices

GENERAL OBJECTIVES:

On completion of this module, the student should be able to:

- 1.0 Understand the fundamental principles and rights at work;
- 2.0 Know the characteristics of International Labour Standards;
- 3.0 Appreciate the impact of labour (policy) reforms on emergent industrial relations practices in Nigeria
- 4.0 Appreciate strategies and tactics of handling all forms of discrimination at work

GENERAL OBJECTIVE: 1.0 - <i>Understand fundamental principles and rights at work</i>			
S/N	Specific Learning Outcomes	Teacher's Activities	Resources
1.1	Trace the evolution of fundamental principles and rights at work	Explain the evolution of fundamental principles and rights at work	Ditto
1.2	Define fundamental principles and rights at work	Outline fundamental principles and rights at work	
1.3	Identify fundamental principles and rights at work	Trace the evolution of fundamental principles and rights at work	
1.4	State the importance of the fundamental principles and rights at work	State the importance of the fundamental principles and rights at work	
1.5	Identify the scope of fundamental principles and rights at work	Explain the scope of fundamental principles and rights at work	
1.6	List the benefit of fundamental principles and rights at work	Explain the benefit of fundamental principles and rights at work	
GENERAL OBJECTIVE: 2.0 – <i>Know the Characteristics of International Labour Standards</i>			
2.1	State the relevance of International Labour Standards to member countries	Explain the relevance of International Labour Standards	Ditto
2.2	Outline the feature of International Labour Standards	Explain the feature of the International Labour Standards	
2.3	Outline the challenges of adaptation of International Labour Standards	Explain the problems and challenges of adopting International Labour Standards	

GENERAL OBJECTIVE: 3.0 – <i>Appreciate the Impact of Labour (policy) Reforms on Emergent Industrial Relations Practice(s) in Nigeria</i>			
3.1	Explain labour (policy) reforms	Explain labour (policy) reforms	Books, Journals, e-Sources, Multimedia Projector, Computer, Flip Chart/Board, Marker Pens, Reform documents
3.2	Explain the need for labour (policy) reforms	Explain the need for labour (policy) reforms	
3.3	Explain the aim of the reforms in ‘3.1’ above	Explain the aim of the reforms	
3.4	Explain the implementation of the reforms ‘3.1’ above	Explain the implementation of the reform	
3.5	Explain the challenges of implementation of the reforms	Explain the challenges of implementation	
GENERAL OBJECTIVE: 4.0 – <i>Appreciate strategies and tactics of handling all forms of Discrimination at Work</i>			
4.1	Explain discriminatory practices at work	Explain discriminatory practices at work	Books, Journals, e-Sources, Multimedia Projector, Computer, Flip Chart/Board, Marker Pens, Cases, Labour Laws
4.2	Identify areas of discriminatory work practices	Identify areas of discriminatory work practices	
4.3	Outline factors that lead to discriminatory practices at work	Outline factors that lead to discriminatory practices at work	
4.4	Outline labour laws relevant to discriminatory practice at work.	Outline labour laws relevant to discriminatory practice at work.	
4.5	Explain the role of stakeholders in eliminating discriminatory practices at work	Explain the role of stakeholders in eliminating discriminatory practices at work	
4.6	Outline strategies for handling workplace discriminatory practices	Outline strategies for handling workplace discriminatory practices	

PROGRAMME: National Diploma in Industrial and Labour Relations	CODE: ILR 212	CREDIT UNITS/HOUR: 3
COURSE: Principles and Practice of Negotiation and Collective Bargaining	PRE-REQUISITE:	THEORETICAL: 2 Hours/week - 63.67 %
SEMESTER: 1 st		PRACTICAL: 2 Hours/week - 33.33%

COURSE MAIN AIM/GOAL: To introduce the student to the basic principles and practice of negotiation and collective bargaining

GENERAL OBJECTIVES:

- 1.0 Understand the concept of negotiation
- 2.0 Understand the term collective bargaining
- 3.0 Know the parties to collective bargaining
- 4.0 Understand the process/states of negotiation

GENERAL OBJECTIVE: 1.0 - *Understand the concept of negotiation*

S/N	Specific Learning Outcomes	Teacher's Activities	Resources
1.1	Define the concept negotiation	Explain the concept of negotiation and related concepts like social dialogue.	Textbooks Videos ,Journals, DVD/VCD/VCR, TV, Radio Cassette Player, Relevant Cassettes
1.2	Explain types of negotiation	Explain types of negotiation	
1.3	Explain the benefits of negotiation	Explain the benefits of negotiation	
1.4	Explain the challenges of negotiation	Explain the challenges of negotiation	
GENERAL OBJECTIVE: 2.0 <i>Understand the term collective bargaining</i>			
2.1	Define the term collective bargaining	Explain the term collective bargaining	Textbooks Videos ,Journals, DVD/VCD/VCR, TV, Radio Cassette Player, Relevant Cassettes
2.2	Explain types of collective bargaining	Explain types of collective bargaining	
2.3	Explain benefits of collective bargaining	Explain benefits of collective bargaining	
2.4	Explain emerging trends in collective bargaining	Explain emerging trends in collective bargaining	
2.5	Explain institutions involved in collective bargaining	Explain institutions involved in collective bargaining	
2.6		Invite Practitioners for a talk shop to share practical experience.	
GENERAL OBJECTIVE: 3.0 <i>Know the parties to collective bargaining</i>			
3.1	Identify Parties to collective bargaining	Explain parties to collective bargaining	Textbooks Videos ,Journals, DVD/VCD/VCR, TV, Radio Cassette Player, Relevant Cassettes Public Address system
3.2	Explain the role of each party in 3.1 above	Delineate roles of each party in collective bargaining.	
3.3	Demonstrate collective bargaining	Organise role play	
GENERAL OBJECTIVE: 4.0 <i>Understand the process/stages of negotiation/collective bargaining</i>			
4.1	Explain the process of collective bargaining.	Explain the process of collective bargaining	Textbooks Videos ,Journals, DVD/VCD/VCR, TV, Radio Cassette Player, Relevant Cassettes, logistics
	Explain social dialogue	Explain the process of social dialogues	
4.2	Distinguish between negotiation and collective bargaining	Distinguish between social dialogue and collective bargaining	
4.3	Explain the process and stages of negotiation/ collective bargaining	Explain the process and stages of negotiation/ collective bargaining	
4.4	Write report on the visit and share experiences	Organise visit to collective bargaining sessions	

PROGRAMME: National Diploma in Industrial and Labour Relations	CODE: ILR 213	CREDIT HOUR: 3
COURSE: Industrial Conflict Management and Resolution	PRE-REQUISITE:	THEORETICAL: 2 Hours/week - 66.67%
SEMESTER: 1 ST		PRACTICAL: 1 Hours/week - 33.33 %

COURSE MAIN AIM/GOAL: *To develop the student's understanding of industrial conflict and dispute resolution*

GENERAL OBJECTIVES:
On completion of the course, the student should be able to:

- 1.0 Know the meaning and scope of industrial conflict
- 2.0 Know the nature of industrial conflict
- 3.0 Know the various processes involved in managing industrial conflict
- 4.0 Appreciate the legal framework for conflict management and resolution in Nigeria

GENERAL OBJECTIVE: 1.0 <i>Know the meaning and scope of industrial conflict</i>			
S/N	Specific Learning Outcomes	Teacher's Activities	Resources
1.1	Define Industrial conflict	Explain conflict and industrial conflict	The Internet, Case studies, Text books, Journals, marker Board/pens, Flip chart/Board/pens , videos, TV, VCR/DVD/VCD
1.2	Explain the difference between industrial conflict and trade disputes	Explain the difference between industrial conflict and trade disputes	
1.3	Explain causes of trade disputes	Explain causes of trade disputes	
1.4	Explain types of trade disputes	Explain types of trade disputes	
GENERAL OBJECTIVE: 2.0 - <i>Know the various processes involved in managing industrial conflict</i>			
2.1	Differential industrial disputes and conflicts	Differentiate industrial disputes and conflicts	The Internet, Case studies, Text books, Journals, marker Board/pens, Flip chart/Board/pens , videos, TV, VCR/DVD/VCD
2.2	Explain industrial conflict management and resolution	Explain industrial conflict management and resolution	
2.3	Explain parties involved in conflict resolution in work place	Explain parties involved in conflict resolution in work place	
2.4	Explain the various stages involved in conflict resolution	Explain the various stages involved in conflict resolution	
2.5	Explain collective bargaining agreements	Explain collective bargaining agreements	
2.6	Explain emerging trends/challenges of conflict resolution	Explain emerging trends/challenges of conflict resolution	
2.7	Role play	Organise role play	
2.8	Write report on experiences	Organise visit to conflict resolution institutions	
2.9		Grade report as part of CA.	
GENERAL OBJECTIVE: 3.0 <i>Explain the various processes involved in managing industrial conflict</i>			
3.1	Differentiate between Industrial Conflict and Labour Dispute.	Categorise different parties to industrial conflict and labour dispute	E-learning Textbooks Journals
3.2	Identify different parties to industrial conflict and labour dispute	Compare the different parties in 3.1 above	

3.3	Compare the different parties in 3.2 above	Clarify the different stages in industrial conflict and labour dispute	
3.4	Explain the different stages in industrial conflict and labour dispute	Illustrate with relevant examples	
GENERAL OBJECTIVE: 4.0 <i>Appreciate the legal framework for conflict management & resolution in Nigeria</i>			
4.1	Explain industrial conflict management process and grievance procedure	Explain Grievance procedure Explain legal framework for conflict management and resolution in Nigeria	E-learning ,Textbooks Journals, Legal documents, TV, DVD/VCD/VCR, relevant films/videos
4.2	Explain processes involved in dispute resolution	Explain different modes and stages of statutory dispute resolution: <ul style="list-style-type: none"> - Preliminary attempt/internal dispute resolution - Mediation - Conciliation - Arbitration (IAP) - Adjudication (NIC) - Show relevant films 	

PROGRAMME: National Diploma in Industrial and Labour Relations	CODE: ILR 214	CREDITUNITS/ HOURS: 2
COURSE: Labour Economics	PRE-REQUISITE:	THEORETICAL: 2 Hours/week - 100 %
SEMESTER: 1 st		PRACTICAL:

COURSE MAIN AIM/GOAL: The aim of this course is to provide the student with an overview of the basic concepts and principles in labour economics and how they relate to labour and work organisation

GENERAL OBJECTIVES:

On completion of this module, the student should be able to:

- 1.0 Understand the meaning and scope of labour economics
- 2.0 Appreciate concepts and theories of labour economics
- 3.0 Understand labour market structure in Nigeria
- 4.0 Know the formulation and implementation of labour policies at the enterprise and national levels
- 5.0 Understand determination of wages and working conditions in key sectors of the economy
- 6.0 Appreciate globalisation and its impact on the labour market

GENERAL OBJECTIVE: 1.0 – <i>Understand the meaning and scope of labour economics</i>			
1.1	Define labour economics concepts	Explain the concept of labour economics	Textbooks/journals, e-sources, marker board/pens, flip chart/board
1.2	State the scope of labour economics	Explain the scope of labour economics	
1.3	State the relevance of labour economics	Explain the relevance of labour economics	
1.4	State the differences between labour economics and conventional economics	Explain the differences between labour economics and conventional economics	
GENERAL OBJECTIVE: 2.0 – <i>Appreciate concepts and theories of labour economics</i>			
2.1	Identify basic concepts and theories of: Labour market Employment Unemployment Underemployment Labour productivity Labour market equilibrium	Explain basic concepts and theories of: Labour market Employment Unemployment Underemployment Labour productivity Labour market equilibrium	Textbooks/journals, e-sources, marker board/pens, flip chart/board
2.2	Define labour market		
2.3	Define unemployment		
2.4	Define underemployment		
2.5	Define labour productivity		
2.6	Define labour market equilibrium		
GENERAL OBJECTIVE: 3.0 – <i>Understand labour market structure in Nigeria</i>			
3.1	Explain labour market structure in Nigerian rural, urban, formal (public/private), and informal labour markets	Graphically illustrate labour market structure in Nigerian rural, urban, formal (public/private), and informal labour markets	Textbooks/journals, e-sources, marker board/pens, flip chart/board, graph paper, pencils, colours, census figures.
3.2	Explain the demographic nature of Nigerian labour market	Explain the demographic nature of the Nigeria labour market	
3.3	Define Nigeria rural labour market	Explain Nigeria rural labour market	
3.4	Define Nigeria urban labour market	Explain Nigeria urban labour market	
3.5	Define Nigeria formal (public/private) labour market	Explain Nigeria formal (public/private) labour market	

3.5	Define Nigerian informal labour market	Explain Nigerian informal labour market	
GENERAL OBJECTIVE: 4.0 – <i>Know the formulation and implementation of labour policies at the enterprise and national levels</i>			
4.1	Identify the key social partners : State, Employers, Labour unions, etc	Illustrate key social partners interrelationship (using a tripod diagram)	Publications of the Federal Min. of Labour/MINILS, Marker board/pens, Flip chart/board, Labour policy document.
4.2	Identify the roles played by the social partners in the formulation and implementation of labour market policies	Explain the roles played by the social partners in the formulation and implementation of labour market policies	
GENERAL OBJECTIVE: 5.0 – <i>Understand determination of wages and working conditions in key sectors of the economy</i>			
5.1	Explain wage determination in the public and private sectors; formal and informal sectors of the economy	Identify the factors affecting wage determination	Publications of National Incomes and wages commission, Textbooks/Journals, scheme of service, PSR, Extant circulars of the FG.
5.2	Identify the factors affecting wage determination	Explain the factors affecting wage determination	
5.3	Explain the application of collective bargaining at the various levels	Explain the process of wage determination in the private sector (enterprise and national); public (Federal, State and LGA)	
5.4	Highlight factors determining terms and conditions of employment	Explain terms and conditions of employment	
GENERAL OBJECTIVE: 6.0 – <i>Appreciate globalisation and its impact on the labour market</i>			
6.1	Describe globalisation and its implications for labour market	Analyse globalisation and the changing nature of the labour market	Text books, Relevant publications
6.2	Assess the impact of globalisation on the Nigerian labour market.	Assess the impact of globalisation on the Nigerian labour market.	
6.3	Explain the challenges of globalisation on the Nigerian labour market.	Explain the challenges of globalisation on the Nigerian labour market.	

PROGRAMME: National Diploma in Industrial and Labour Relations	CODE: ILR 221	CREDITUNITS/ HOURS: 2
COURSE: Gender and Development	PRE-REQUISITE:	THEORETICAL: 2 Hours/week - 100 %
SEMESTER: 2nd		PRACTICAL:

COURSE MAIN AIM/GOAL: The aim of this course is to develop a level of gender awareness, sensitization and mainstreaming for sustainable development

GENERAL OBJECTIVES:

On completion of this module, the student should be able to:

- 1.0 Understand key concepts in gender discourse
- 2.0 Understand gender issues in development
- 3.0 Appreciate the importance of gender mainstreaming in the workplace and society
- 4.0 Understand legal framework for gender development

GENERAL OBJECTIVE: 1.0 – Understand key concepts in gender			
1.1	Define gender	Explain gender	Publications of ILO, UNESCO, UNICEF, MDGs, Min. of Women Affairs (Federal and States), e-sources, etc
1.2	Identify key concepts in gender	Explain the key concepts in gender	
1.3	Explain the concepts in ‘1.2’ above and their relevance to workplace development	Explain the relevance of the concepts in ‘1.2’ above to workplace development	
1.4	Outline the importance of the concepts in ‘1.2’ above to workplace development	Outline the importance of the concepts in ‘1.2’ above to workplace development	
GENERAL OBJECTIVE: 2.0 – Understand gender issues in development			
2.1	Define the concept of development	Explain the concept of development	Publications of ILO, UNESCO, UNICEF, MDGs, Min. of Women Affairs (Federal and States), Min. of labour and National planning, e-sources, etc
2.2	Outline gender issues in development	Explain gender issues in development	
2.3	List benefits of gender issues in development	Explain the benefits of gender issues in development	
2.4	List challenges of gender issues in development	Explain the challenges to gender issues in development	
GENERAL OBJECTIVE: 3.0 – Appreciate the importance of gender mainstreaming in the workplace and society			
3.1	Define gender mainstreaming	Explain the concept of gender mainstreaming	Publications of ILO, UNESCO, UNICEF, MDGs, Min. of Women Affairs (Federal and States), e-sources, etc
3.2	Explain workplace culture and gender mainstreaming	Explain the need for gender mainstreaming in the workplace and society	
3.3	Explain societal values and gender mainstreaming	Explain societal values and gender mainstreaming	
3.4	List benefits and challenges of gender mainstreaming in development	Explain challenges of gender mainstreaming	
GENERAL OBJECTIVE: 4.0 – Understand the legal framework for gender development			
4.1	Explain legal framework for gender development	Explain legal framework in gender development in the workplace and society	Legal documents and related publications, gender policy documents
4.2	State the importance of the legal framework in gender development to workplace development	Explain the importance of the legal framework for gender in development to workplace development	

4.3	Identify laws and policies relating to gender	Outline the types of gender policies	
4.4	List the problems of implementation of the gender policies in the workplace	Explain the problems of implementation of the gender policies in Nigeria	

PROGRAMME: National Diploma in Industrial and Labour Relations	CODE: ILR 222	CREDITUNITS/ HOURS: 2
COURSE: Trade Union Administration	PRE-REQUISITE:	THEORETICAL: 1 Hour/week - 50 %
SEMESTER: 2 nd		PRACTICAL: 1 Hour/week - 50 %

COURSE MAIN AIM/GOAL: The aim of this course is to provide the student with the knowledge and skills required to organise and manage trade unions

GENERAL OBJECTIVES:

On completion of this module, the student should be able to:

- 1.0 Appreciate the concept of trade union administration
- 2.0 Know the structure of trade unions
- 3.0 Appreciate trade union administration and governance
- 4.0 Appreciate the concepts of organising and mobilising
- 5.0 Appreciate factors militating against effective trade union administration

GENERAL OBJECTIVE: 1.0 – Appreciate the concept of trade union administration			
1.1	Explain the concept of trade unionism	Explain the concept of trade unionism	Text Books, Journals, Internet, publications of NLC etc
1.2	Trace the evolution of trade unionism	Trace the evolution of trade unionism	
1.3	Explain the concept of trade union administration	Explain the concept of trade union administration	
1.4	Explain the ideology of trade unionism	Explain the ideology of trade unionism	
1.5	Outline the importance of the concepts in ‘1.2’ above to workplace development	Explain organising and mobilising	
1.5	State the significance of the trade union education	Explain the significance of trade union education	
GENERAL OBJECTIVE: 2.0 – Know the structure of trade unions			
2.1	Identify the structure of the various trade union levels	Explain with diagrams, the structure of the various trade union levels	Text Books, Journals, Internet, Cardboard paper, marker pens
2.2	Explain the structure of trade unions and their organisational implications at various levels: a. National b. Industrial and c. Plant levels, etc.	Analyse the structure of trade unions and their organisational implications at various levels: a. National b. Industrial and c. Plant etc.	
GENERAL OBJECTIVE: 3.0 – Appreciate trade union administration and governance			
3.1	Explain the inter-relationship among the various levels of union structure	Explain the inter-relationship among the various levels of the trade union structure	Text Books, Journals, Internet
3.2	Explain the challenges of trade union administration	Explain the challenges of trade union administration	
3.3	State the importance of continuous education to trade union members and other stakeholders.	Explain the importance of continuous education to trade unions	

GENERAL OBJECTIVE: 4.0 – Appreciate the concepts of organising and mobilising			
4.1	Explain the concepts of organising and mobilising	Explain the concepts of organising and mobilising	Text Books, Journals, Internet
4.2	Explain the strategies and techniques of organising and mobilising	Explain the strategies and techniques of organising	
4.3	Identify the challenges of organising and mobilising	Identify the challenges of organising and mobilising	
4.4	Explain organising strategies	Identify the benefits of organising and mobilising	
4.5		Invite relevant resource person (s) to give a talk	
GENERAL OBJECTIVE: 5.0 – Appreciate factors militating against effective trade union administration			
5.1	Explain the factors militating against effective trade union management	Identify the factors militating against effective trade union management.	Text Books, Journals, Internet and Resource Persons.
5.2	Identify solutions to factors militating against the effectiveness of trade union management	Identify solutions to factors in ‘4.1’ above	

PROGRAMME: National Diploma in Industrial and Labour Relations	CODE: ILR 223	CREDIT HOURS: 2
COURSE: Globalisation and Labour Market Trends	PRE-REQUISITE: Labour Economics	THEORETICAL: 2 Hours/week - 100 %
SEMESTER: 2		PRACTICAL:

COURSE MAIN AIM/GOAL: This course is designed to enable the student understand the concept of globalisation and its relevance to labour market dynamics

GENERAL OBJECTIVES:

On completion of this module, the student should be able to:

- 1.0 Appreciate the concept of globalisation
- 2.0 Know the theories of globalisation
- 3.0 Understand the concept of labour market system and its functioning
- 4.0 Understand approaches to the study of labour market
- 5.0 Understand the linkages between globalisation and developments in employment, wages, labour migration and trade unions

GENERAL OBJECTIVE: 1.0 – Appreciate the concept of globalisation			
1.1	Explain the concept of globalisation	Explain the concept of globalisation	Text Books, Journals, Internet
1.2	Explain the dimensions of globalisation	Explain the dimensions of globalisation	
1.3	Explain the consequences of globalisation on labour market system	Explain the consequences of globalisation on labour market system	
1.4	Explain gender issues in globalisation	Explain gender issues in globalisation	
GENERAL OBJECTIVE: 2.0 – Know theories of globalisation			
2.1	Outline the theories and models of globalisation	Explain the theories and models of globalisation	-Ditto-
2.2	Explain the theories and models in ‘2.1’ above	Appraise the theories in ‘2.1’ above	
2.3	Outline the relevance of the theories 2.1		
GENERAL OBJECTIVE: 3.0 – Understand the concept of labour market system and its functioning			
3.1	Explain the concept of labour market system	Explain the concept of labour market system	-Ditto-
3.2	Explain labour market indicators	Explain labour market indicators	
3.3	Explain the demand and supply of labour and its effects on wage determination	Explain the demand and supply of labour and its effects on wage determination	
3.4	Explain the concept of labour market information system	Explain the concept of labour market information system	
GENERAL OBJECTIVE: 4.0 – Understand approaches to the study of labour market system			
4.1	Explain the linkage between globalisation and labour market system	Explain the linkage between globalisation and labour market system	-Ditto-
4.2	Explain the functioning of the labour institutions in a globalised economy	Explain the functioning of labour institutions in a globalised economy	
4.3	Explain flexibilisation, casualisation and outsourcing, etc.	Explain flexibilisation, casualisation and outsourcing	

4.4	Relate globalisation to international labour solidarity	Relate globalisation to international labour solidarity	
GENERAL OBJECTIVE: 4.0 – <i>Understand the linkages between globalisation and developments in employment, wages, labour migration and trade unions</i>			
5.1	Explain the linkages between globalisation and following: i) Employment ii) Wages iii) Migration iv) Trade unions	Explain the linkages between globalisation and the following: i) Employment ii) Wages iii) Labour migration iv) Trade unions	-ditto-
5.2	Explain the attendant consequences of globalisation on '5.1' above	Explain the attendant consequences of globalisation on '5.1' above	

PROGRAMME: National Diploma in Industrial and Labour Relations	CODE: ILR 224	CREDITUNITS/ HOURS: 2
COURSE: Occupational Health and Safety and The Work Environment	PRE-REQUISITE:	THEORETICAL: 1 Hour/week - 50 %
SEMESTER: 2 nd		PRACTICAL: 1 Hour/week - 50 %

COURSE MAIN AIM/GOAL: The aim of this course is to enable the student appreciate the need for a safe and healthy work environment

GENERAL OBJECTIVES:

On completion of this module, the student should be able to:

- 1.0 Understand the meaning and scope of occupational health and safety at workplace
- 2.0 Appreciate the role of legislation and institutions in the enforcement of occupational health and safety at work
- 3.0 Understand the relationship between occupational health, safety and productivity
- 4.0 Know emerging issues in occupational health and safety

GENERAL OBJECTIVE: 1.0 – <i>Understand the meaning and scope of occupational health and safety at workplace</i>			
1.1	Define occupational health	Explain occupational health	
1.2	Define occupational safety	Explain occupational safety	
1.3	State differences between ‘1.1’ and ‘1.2’ above	Explain the differences between ‘1.1’ and ‘1.2’ above	
1.4	Explain workplace violence	Explain workplace violence	
1.5	List causes of occupational hazards	Explain causes of occupational hazards	
1.6	Outline common occupational hazards	Explain common occupational hazards	
GENERAL OBJECTIVE: 2.0 – <i>Appreciate the role of legislation and institutions in the enforcement of occupational health and safety at work</i>			
2.1	Identify legislations and institutions in the enforcement of health and safety at workplace	Explain legislation and institutions in the enforcement of occupational health and safety at work	
2.2	Identify extant provisions of Employee Compensation Act 2010 and Factories Act Cap 126 on occupational health and safety	Explain extant provisions of Employee Compensation Act 2010 and Factories Act Cap 126 on occupational health and safety in occupational health and safety	
2.3	Outline the roles of stakeholder in occupational health and safety	Explain the roles of stakeholders in occupational health and safety	
2.4	Explain Employee Compensation and Factories Act and their challenges	Explain Employee Compensation and Factories Act and their challenges	
2.5	Explain modalities for enforcement of occupational health and safety	Explain modalities for enforcement of occupational health and safety	
2.6	List enforcement benefits and challenges of occupational health and safety in Nigeria	Explain enforcement benefits and challenges of occupational health and safety in Nigeria	

GENERAL OBJECTIVE: 3.0 – <i>Understand the relationship between occupational health, safety and productivity</i>			
3.1	Define productivity	Explain productivity, labour productivity and its scope	
3.2	State the scope of productivity and labour productivity	Explain the relationship between occupational health and safety and sustainable productivity	
3.3	Explain the essence of sustainable productivity	Explain the essence of sustainable productivity	
3.4	Describe the relationship between occupational health and safety and productivity	Explain how organisations can use occupational health and safety for sustainable development	
3.5	Explain how organisations can use occupational health and safety to their benefits/advantage in Nigeria	Explain challenges of occupational health and safety on productivity in Nigeria	
GENERAL OBJECTIVE: 4.0 – <i>Know emerging issues in occupational health and safety</i>			
4.1	Outline emerging issues in occupational health and safety	Explain emerging issues in occupational health and safety e.g. HIV/AIDS, Green Jobs, Gender , drug abuse, smoking/drinking, etc	
4.2	Explain the issues in ‘4.1 above	Explain the importance of ‘4.1’ above	
4.3	Outline the importance of ‘4.1’ above		
4.4	Identify factors that inhibit application of the issues in ‘4.1’ above	Explain factors that inhibit application of the issues in ‘4.1’	
4.5	Identify conventions relating to ‘4.1.’ above	Explain conventions relating to ‘4.1’ above	

LIST OF EQUIPMENT

RESOURCE CENTRE

1. Magnetic writing board
2. Flip-chart
3. Overhead projector/Multimedia projector
4. Public address system
5. Computers (20)
6. Photocopier
7. Scanners
8. Printers
9. Films (documentaries)
10. Internet facility
11. TV sets 2
12. DVD/VCD/VCR 2
13. Radio Cassette players 2
14. Steel cabinets
15. Relevant Cassettes (various)

16. Public Service Rules, Schemes of service, Extant Establishment circulars

17. Financial regulations/circulars

TEAM LIST

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