

# GSP191 Productivity in a Digitalised Workplace

**Level:** 1

**Credit Units:** 2.5 Credit Units

**Language:** ENGLISH

**Presentation Pattern:** EVERY SEMESTER

## Synopsis:

This course provides you with fundamental knowledge on the productivity concepts, principles, characteristics, improvement methodologies and tools to improve and sustain productivity at the digital workplace.

## Topics:

- Chapter 1: Industrial Productivity
- Chapter 2: Productivity Measurement and Analysis
- Chapter 3: Drive for Productivity Improvement in Singapore
- Chapter 4: Productivity Mind-set and Continuous Improvement
- Chapter 5: Turning Technology Disruptions into Productivity
- Chapter 6: Applications in a Digitalised Workplace
- Chapter 7: Managing Organisation Effectiveness
- Chapter 8: Productivity Drive and Employee Engagement
- Chapter 9: Productivity Improvement Methodologies

## Learning Outcome:

- Identify and distinguish features of industrial productivity and relate them to the productivity improvement framework in Singapore looking at productivity improvement strategies and techniques.
- Describe productivity measurement techniques and analyses for assessment of performance at the national, industry and corporate level including establishing specific operational productivity measures for the workplace.
- Discuss the importance of cultivating productivity mind-set for continuous improvement for higher productivity in organisations.
- Embrace technology disruptions into productivity enablers to improve the effectiveness and efficiency of the workplace.
- Apply productivity tools to complement and enhance the digitalized workplace.
- Discuss the process of implementation the productivity drive in organisations and engagement of employees in productivity improvement activities.
- Able to describe the application of some productivity improvement methodologies

## Assessment Strategies (Evening Class):

| Components                    | Description      | Weightage Allocation (%) |
|-------------------------------|------------------|--------------------------|
| Overall Continuous Assessment | PRE-CLASS QUIZ 1 | 10                       |
|                               | PRE-CLASS QUIZ 2 | 10                       |

|                               |                           |            |
|-------------------------------|---------------------------|------------|
| Overall Continuous Assessment | PRE-CLASS QUIZ 3          | 10         |
|                               | TUTOR-MARKED ASSIGNMENT 1 | 70         |
| <b>Total</b>                  |                           | <b>100</b> |