



Orientation Programs in Organizations and the process of Socialization

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Abstract-

The orientation programs are introductory programs which are for the employee of an organization. These programs can prove more fruitful for new employees. New employees are not familiar with new organization then through these orientation programs they well acquainted with organization. The process of socialization is also related with it. When an employee feel attached with other employees then he became social with them. Employees feel their responsibility for organization. The union of employee and organization is the main purpose of orientation. Other important purpose of orientation program is to makes them aware about their benefit which they can get by benefitting the organization.

Key Words: Introductory, Fruitful, Familiar, Acquainted, Socialization, Responsibility, Aware, Benefitting.

DOI Number: 10.48047/NQ.2022.20.12.NQ77739

NeuroQuantology2022;20(12): 4127-4128

When a person or employee enters into company for joining his job then there was a sense of hesitation in them. No doubt they want to adjust into new environment but the main problem is that he does not familiar with new environment and new working conditions. On the other hand company or organization also feel trouble to adjust with new employee because they need to make him understand the rules and regulations of company. Here we can say orientation programs are the solution of their problem. Both company and employee feel comfortable with each other when they know each other in a well way through orientation programs. The establishment of good relationship is main thing to get success. Orientation programs provide this opportunity to new employee. They learn how to behave in a particular way according to the environment of company. "Training is usually a short term activity and aims at fulfilling the skill gaps in an employee. An employee's gets knowledge and practical learning of operational and Technical skill". (Ibid 11) Other included things in this process are facts, procedures, expectations, and values which he became

eISSN1303-5150

well acquainted. "An organisation needs the skills of different types of people based on the type of industry. These can be workers employed in the manufacturing unit usually known as skilled or unskilled labours. Another is White collar employees or executives. Employees can also be categorised on the basis of terms of employment like full time employees or contractual or part time employees". (Bhoite 16)

Sometimes the old habits of old place became obstacle to adopt the new ones so employees need to understand here that it is better for them to adopt new ones as soon as possible. The greater responsibility or underestimating is needed qualities. Without the sense of responsibility nothing is possible to perform. Organizational socialization cannot be ignored. . This means the process of adjustment in an organization. With the increasing of socialization the understanding between employee and organization also increase. "On boarding" is a significant term which became famous day by day and need to discuss here. In this term each and every process from recruitment to orientation included. Socialization is not an easy process

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on the other hand it is a complex and lengthy. There are many weeks and months are spent in this process. In this process an employee tries to understand the expectations of organization. Then next he tries his best to behave according to the expectation because somewhere fulfilment of the expectations of organization in real senses the fulfilment of the desires of employee. Organization takes interest to accept the demand of employee if he behaves according to them. "Orientation is the process of learning that is organized and carried out by an organization to equip employees with the knowledge, skills and attitudes required to carry out their jobs and to improve their current job performance. Development can be viewed as the learning process to develop the employee in general and not necessarily related to his current job (Yahaya & other 254).

There are some terms and conditions of successful socialization. Employee's complete satisfaction, best performance, and dedication to the organization are some of important concepts among them which cannot be compromised at any level. The perfection of the process from recruitment to selection is another condition. If the right person is chosen on the right post then the chances of success in every effort become brighten. Employees must respect their organization by heart instead of just show off. However generally organizations take care of this process of socialization but some organizations believe that employees need to do personal efforts instead of getting organization's help. As Kaye Loraine writes, "It's not uncommon in the work world for the new employee to show up for work and be greeted by, 'Oh, yeah. I forgot about you. I don't have time today to orient you. Here's a policy book. Go somewhere and read it.'" The reactions of different employees vary from person to person. They are in fact in sink-or-swim approach. But the common factor is anxiety which prevails in all employees however they get assist from organization or they are prefer to be self trained. "Person analysis helps to identify employees who need orientation, that is, whether employees' current performance or expected

performance indicates a need for orientation. Person analysis also helps determining employees 'readiness for training". (Alhalboosi 8)

Organizational socialization is defined as "the process by which an individual acquires the social knowledge and skills necessary to assume an organizational role. The final consequence of this process comes out that a member who is considered as an outsider is converting as an insider or the member of an organization. He became able to get respect as well as money which are needed components of daily life. Promotion of the new employees became possible.

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