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| **COURSE PLAN – PART I** | | | | | |
| **Course Title** | **Personal Growth Programme** | | | | |
| **Course Code** | **MB 781** | **No. of Credits** | | **2** | |
| **Course Code of Pre-requisite subject(s)** | **-** | | | | |
| **Session** | **Jan 2019 - Apr 2019** | **Section** | |  | |
| **Name of Faculty** | **Dr. S.Nivethitha** | **Department** | | **MBA** | |
| **Email** | [**snive@nitt.edu**](mailto:snive@nitt.edu) | **Telephone No.** |  | | |
| **Name of Course Coordinator(s) (if, applicable)** | **NIL** | | | | |
| **E-mail** |  | **Telephone No.** | | |  |
| **Course Type** | **Core course Elective course**  √ | | | | |
| **SYLLABUS** | | | | | |
| **Unit I Discovering the Self**  Knowing Oneself – preferences, tastes, likes dislikes and values – identification and meaning; Life script analysis, strokes and ego state analysis  **Unit II Assessing the Self**  Typing personality – MBTI; Emotional Intelligence – behavioural analysis and EQ mapping; right/left brain dependence; audio/visual/kinesthetic preferences; assessing stress levels and combating it  **Unit III Relating to Others**  communication and active listening skills; FIRO – B analysis; Johari window analysis; Conflict management styles and networking  **Unit IV Moral Judgement**  The question of ethics and moral judgement – exercises and discussions  **Unit V Personal Transformation**  The administration of enneagram; steps in personal development and transformation; REBT – theory and practice. | | | | | |
| **COURSE OBJECTIVES** | | | | | |
| *To help the participants discover their self, to relate effectively to others and to achieve personal transformation.* | | | | | |
| **COURSE OUTCOMES (CO)** | | | | | |
| **Course Outcomes** | | | **Aligned Programme Outcomes (PO)** | | |
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| 1. Identify their personal behavioral style and understand its effect on their individual, team and organizational performance | | | **1, 2, 3, 9** | | |
| 1. Adopt an appropriate style of interpersonal behavior for the variety of interactions in work | | | **2, 3, 4, 9** | | |
| 1. Understand and adapt to others’ communication styles and behaviour patterns; managing workplace conflicts | | | **3, 8, 9** | | |
| 1. Deal with difficult situations by maintaining ethical and moral standards | | | **4, 7, 8,9, 10** | | |
| 1. Attaining personal transformation in understanding and managing effective working relationship | | | **2,4,9** | | |

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| **COURSE PLAN – PART II** | | | | | | |
| **COURSE OVERVIEW** | | | | | | |
| This course provides the familiarity on techniques required for HR analytics | | | | | | |
| **COURSE TEACHING AND LEARNING ACTIVITIES** | | | | | | |
| **S.No.** | **Week** | **Topic** | | | **Mode of Delivery** | |
| 1. | 2nd week of October 2018  Class – 1st week  (3 Contact Hours) | Knowing Oneself – preferences, tastes, likes dislikes and values – identification and meaning | | | Lecture - Power Point Presentation & board | |
| 2. | Class- 2nd week  (3 Contact Hours) | Life script analysis, strokes and ego state analysis | | | Lecture - Power Point Presentation & board; Article Discussion – Managing Oneself | |
| 3. | Class- 3rd week  (3 Contact Hours) | Typing personality – MBTI | | | Lecture - Power Point Presentation & board | |
| 4. | Class- 4th week  (3 Contact Hours) | Emotional Intelligence – behavioural analysis | | | Lecture - Power Point Presentation | |
| 5. | Class- 5th week  (3 Contact Hours) | EQ mapping; right/left brain dependence; audio/visual/kinesthetic preferences; assessing stress levels and combating it | | | Lecture - Power Point Presentation & board | |
| 6. | Class- 6th week  (3 Contact Hours) | Communication and active listening skills; FIRO – B analysis; Johari window analysis | | | Lecture - Power Point Presentation & board; Activity – Guest Lecture | |
| 7. | 7th week | **Cycle Test for VI Trimester / MBA scheduled** | | | **Submission of brief report on project** | |
| 8. | Class- 8th week  (3 Contact Hours) | Conflict management styles; Stress Management and Time Management | | | Lecture - Power Point Presentation & board; Article Discussion on Time Management | |
| 9. | Class – 9th week  (3 Contact Hours) | Relating to others - Networking | | | Lecture - Power Point Presentation & board; Article Discussion – Effective Working Relationship | |
| 10 | Class - 10th week  (3 Contact Hours) | The question of ethics and moral judgement | | | Lecture - Power Point Presentation & board | |
| 11 | Class - 10th week  (3 Contact Hours) | The administration of enneagram; steps in personal development and transformation; | | | Group Presentations - Power Point Presentation | |
| 12 | Class – 12th week  (3 Contact Hours) | REBT – theory and practice | | | Lecture - Power Point Presentation & board | |
| 13 | January 2018 | **Trimester Exam Begins** | | | | |
| **TEXT / REFERENCES:**   1. Reaching Out: Interpersonal Effectiveness and Self-Actualization, 11/E, Millersville University by David H. Johnson (2014) 2. Goleman, Daniel, ‘Emotional Intelligence’, Bantom BOOK 1995 3. Helen Palmer, ‘Enneagram’, Harper San Franciso, 1988 | | | | | | |
| **COURSE ASSESSMENT METHODS** | | | | | | |
| **S.No.** | **Mode of Assessment** | | **Week / Date** | **Remarks** | **% Weightage** | |
| 1. | Class Log Book/Learning/ Transformation Diary | | Throughtout the course | Individual Submission | 15% | |
| 2. | Class test | | 6th Week | 50 minutes | 15% | |
| 3. | Article/Case Discussion | | Throughtout the course | Participation during Article/Case Discussion in class | 20% | |
| 4. | Trimester Examination | | April 2019 | 3 Hours | 50% | |
| **Note:**  A. Attending all the assessments (Assessment 1 to 4) is MANDATORY for every student.  B. Every student is expected to score minimum 40% (i.e., 40 marks) to pass the course. Otherwise the student would be declared fail and ‘F’ grade will be awarded. | | | | | | |
| **COURSE EXIT SURVEY** | | | | | | |
| * Feedbacks are collected before final examination through MIS or any other standard format followed by the institute * Students, through their Class Representatives, may give their feedback at any time to the course faculty which will be duly addressed. * The students may also give their feedback during Class Committee Meeting. | | | | | | |
| **ATTENDANCE:**   * Minimum 75% is mandatory to write the trimester examination. Students having attendance 65% to 74% are eligible for the end semester exam only after attending the extra classes and submitting assignments. Students have to redo the course, if they have less than 65% of attendance. * Medical Certificate / On Duty Certificate should be submitted immediately after rejoining.   **COMPENSATION ASSESSMENT:**   * One compensation assessment will be given for the students those who are absent for any quizzes due to genuine reason. * The prior permission and required document must be submitted for absence.   **ACADEMIC HONESTY & PLAGIARISM:**   * Avoid usage of electronic devices at classes, test and exam. * The students are expected to come out with their original solution for the problems given in the assignment. If found to copy from internet/other students, marks will be reduced. * Need to maintain honesty & discipline in class room and exam hall | | | | | | |
| **ADDITIONAL INFORMATION** | | | | | | |
| * The students can get their doubts clarified at any time with their faculty member with prior appointment. | | | | | | |
| **FOR APPROVAL** | | | | | |
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