

Name of Institute: Indus Institute of Management Studies

Name of Faculty: Dr. Dipti Sethi

Course code:

Course name: Holistic Development

Pre-requisites: Clearing the 12 grades of Schooling

Credit points: 2

Offered Semester: V

Course Coordinator (weeks 1 - 15)

Full Name: Dr. Dipti Sethi

Department with sitting location: Management

Telephone:9824096015

Email:diptisethi.mba@indusuni.ac.in

Consultation times: 2.00 PM to 4.00 PM

Course Lecturer (weeks 1 - 15)

Full name: Dr. Dipti Sethi

Department with sitting location: Management

Telephone:9824096015

Email: diptisethi.mba@indusuni.ac.in

Consultation times:2.00 PM to 4.00 PM

Students will be contacted throughout the Session via Mail with important information relating to this Course.

Course Objectives

By participating in and understanding all facets of this Course a student will:

- Enhance self-awareness. It is relate to the aspects of personality and locus of control to explore and know self. Familiarize with the concept of emotional intelligence for an overall understanding of self. Take a step towards conscious and holistic development.

Course Outcomes (CO)

Course Outcome:

CO1. Student shall understand the importance of time & how to cope up with stress.

CO2. Relate the aspects of personality and locus of control to explore and know self & Enhance self-awareness.

CO3. Familiarize with the concept of emotional intelligence for an overall understanding of self.

CO4. Take a step towards conscious and holistic development.

CO5. Integrate the five dimensions of physical, emotional, social, mental and spiritual

understanding of these in living.

- CO- PO Mapping :

	PO1	PO2	PO3	PO4	PO5	PO6	PO7
CO 1	3	2	3	3	2	3	2
CO 2	2	3	2	2	2	2	2
CO 3	2	2	2	2	3	3	2
CO 4	2	3	2	2	3	2	3
CO 5	3	3	3	2	2	2	2

Course Outline

Course Content:

UNIT-I

- Johari Window and Self Awareness
- Meaning and Scope - Self-image/self-concept and Self-esteem.
- Knowing & accepting oneself
- Self Exploration: SWOT of self

UNIT – II

- Personality – Various personality types and gain insights into own personality type
- Locus of Control

UNIT-III

Emotional Intelligence

UNIT-IV

- Self Motivation and Improvement
- Time Management
- Stress Management

Method of delivery

(Face to face lectures, self study material, Active Learning Techniques)

Study time

(Two Hours Per Week + one hour assignment)

CO-PO Mapping (PO: Program Outcomes)

	PO1	PO2	PO3	PO4	PO5	PO6	PO7
CO 1	3	2	3	3	2	3	2
CO 2	2	3	2	2	2	2	2
CO 3	2	2	2	2	3	3	2
CO 4	2	3	2	2	3	2	3
CO 5	3	3	3	2	2	2	2

Blooms Taxonomy and Knowledge retention(For reference)

(Blooms taxonomy has been given for reference)



Figure 1: Blooms Taxonomy

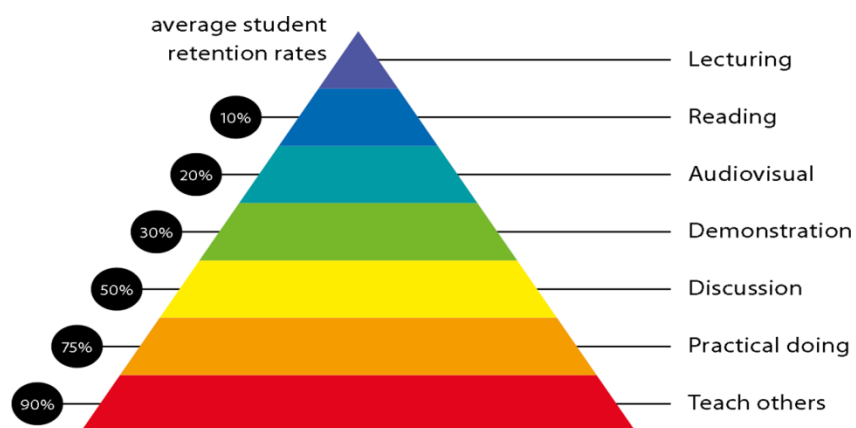


Figure 2: Knowledge retention

Graduate Qualities and Capabilities covered

(Qualities graduates harness crediting this Course)

General Graduate Qualities	Specific Department of Management Graduate Capabilities
Informed Disciplinary Knowledge <ul style="list-style-type: none"> • how employees behave • how human beings behave & function & evolve over time • how behavior gets determined by dynamics at individual/group & organizational level • contribution of OBD to enhance the performance within & without the organisations & in society 	1 Professional knowledge, grounding & awareness
Independent learners Metacognition <ul style="list-style-type: none"> • planning • evaluating 	2 Information literacy, gathering & processing
Thinking • critical • creative • practical	4 Problem solving skills
Effective communicators Relating • communication • team skills • influencing • acting ethically • cross-cultural awareness	5 Written communication
	6 Oral communication
	7 Teamwork
Responsible Learning • capacity for life-long learning • flexibility • adaptability	10 Sustainability, societal & environmental impact

Practical work:

(Students Shall be given assignments to demonstrate the following skills)

1. ASSIGNMENT -1 GETTING CONCEPTUAL CLARITY
2. ASSIGNMENT - 2THE COMMUNICATION PORTFOLIO (Gr. Presentations
3. Midsem Exam -3 PROBLEM-SOLVING (Case Analysis)
4. End sem Exam -4 REFLECTION

Lecture/tutorial times

Lecture	Wednesday	1.00 – 2.00PM	Room CL 4
Lecture ...	Friday	2:05 – 3.05pm	Room CL 4

Attendance Requirements

The University norms states that it is the responsibility of students to attend all lectures, tutorials, seminars and practical work as stipulated in the Course outline. Minimum attendance requirement as per university norms is compulsory for being eligible for mid and end semester examinations.

Details of referencing system to be used in written work

1. Text books :
Wallace & Masters..Personality Development-Cengage Learning
2. Barun K Mitra. Personality Development Oxford Publication

Additional Materials

1. Dale Carneige: The Leader in you
2. The Complete Manager :Life Skills for Success. ICFAI Training Manual
3. Swami Prabhupada: The Science of Self Realization

ASSESSMENT GUIDELINES

Your final course mark will be calculated from the following:

Example:

Assignment I	5% (week 4)	Objective (1-3)
Assignment II	5% (week 8)	Objective (1-4)
Mid semester	40% (due week 10)	Objectives (2-5)
Final exam	40%	Objectives (1-5)

Bloom's Category Marks (out of 60) (Internal Evaluation)	Test (40)	Assignments	Class Participation & Group Presentation
Remember			
Understand	10	05	05
Apply	10		05
Analyze	10		
Evaluate	10		
Create		05	

SUPPLEMENTARY ASSESSMENT

Students who receive an overall mark less than 50% in mid semester or end semester will be considered for supplementary assessment in the respective components (i.e mid semester or end semester) of semester concerned. Students must make themselves available during the supplementary examination period to take up the respective components (mid semester or end semester) and need to obtain the required minimum 50% marks to clear the concerned components.

Practical Work Report/Laboratory Report:

A report on the practical work is due the subsequent week after completion of the class by each group.

Late Work

Late assignments will not be accepted without supporting documentation. Late submission of the reports will result in a deduction of 5% of the maximum mark per calendar day

Format

All assignments must be presented in a neat, legible format with all information sources correctly referenced. **Assignment material handed in throughout the session that is not neat and legible will not be marked and will be returned to the student.**

Retention of Written Work

Written assessment work will be retained by the Course coordinator/lecturer for two weeks after marking to be collected by the students.

University and Faculty Policies

Students should make themselves aware of the University and/or Faculty Policies regarding plagiarism, special consideration, supplementary examinations and other educational issues and student matters.

Plagiarism - Plagiarism is not acceptable and may result in the imposition of severe penalties. Plagiarism is the use of another person's work, or idea, as if it is his or her own - if you have any doubts at all on what constitutes plagiarism, please consult your Course coordinator or lecturer. Plagiarism will be penalized severely.

Do not copy the work of other students.

Do not share your work with other students (except where required for a group activity or assessment)

Course schedule(subject to change)

Week #	Topic & contents	CO Addressed	Teaching Learning Activity (TLA)
Weeks 1	Introduction to Holistic Development	CO1	Case + ppt + : Discussion
Weeks 2	Meaning & Scope : Self Image- Self Concept- Self Esteem	CO2	PPT & Discussion
Week 3	<i>Johari Window & Self Awareness</i>	CO2	Lecture & : Discussion
Week 4	Self Exploration : SWOT of Self	CO2	Assignment I
Week 5	Personality- various types & gain insights into own personality	CO3	PPT & Discussion
Week 6	Locus of Control	CO4	Case: Discussion
Week 7	Emotional Intelligence	CO4	PPT +Case Discussion
Week 8	Group presentation	CO3	Assignment + Discussion
Week 9	<i>Cases on Self Motivation</i>	CO3	PPT & Discussion
Week 10	Group Presentations	CO3	PPTS & Discussion
Week 11	Midsemester Exam		Written Exam
Week 12	Maslow's need motivation & other motivation theories	CO4	PPT+ Discussion
Week 13	Integrate the five dimensions of physical, emotional, social, mental and spiritual understanding of these in living.	CO5	Case & Discussion

	Week 14	Stress Management	C05	Case: Discussion
	Week 15	Contemporary Issues	C05	Case : Discussion with ppt