

# CERTIFICATE COURSE IN ROLE OF PERSONALITY ON SUCCESS

## **SYLLABUS**

DEPARTMENT: DEPARTMENT OF COMMERCE (AIDED)

NAME OF COURSE: CERTIFICATE COURSE IN ROLE OF PERSONALITY ON SUCCESS

COURSE CODE: CVAC022

TOTAL HOURS: 30

### UNIT-I Power of different personality style (10 HOURS)

The Driver Personality - The Relator Personality - The Expressive - The Analytical Personality. Group Discussion.

### UNIT- II Personality Characteristics (10 HOURS)

How to Spot A Driver - Driver Characteristics - How to Spot A Relater - More Relater Characteristics - How to Spot an Expressive - More Expressive Characteristics - How to Spot an Analyst - More Analyst Characteristics. Group Discussion.

### UNIT -III Mastering the Power of Influence (10 HOURS)

How to Effectively Communicate with Drivers - Effective Communication with Relaters - How to Effectively Communicate with Expressives - How to Communicate Effectively with the Analyst. Group Discussion

## **REFERENCES**

Seven Habits of Highly Effective People – Stephen Covey

You Can Win – Shiv Khera

Three Basic Managerial Skills for All – Hall Of India Pvt Ltd New Delhi

Hurlock Elizabeth B Personality Development Tata McGraw Hill New Delhi

Understanding Psychology: By Robert S Feldman. (Tata McGraw Hill Publishing)

Personality Development and Career management: By R.M.Onkar (S Chand Publications)