



COURSE CODE **NAME OF THE COURSE**

CVAC025

SOCIAL SKILLS

OFFERED BY

Statistics

ABOUT COLLEGE

Chirst College (Autonomous), Irinjalakuda established in the year 1956 by CMI fathers has always been a place where young generations are moulded towards a bright future. College has excellent infrastructure, with state of the art laboratories, seminar rooms and lecture halls. The campus is Wi-Fi enabled. Presently Collge is house for 4500+ students, 200 teaching staff and 45 supporting staff. The strength of the College lies in its hardworking and tech savvy teachers who are eager to involve in all matters of students. The lush green campus with gardens and open gym is moving towards the next phase on education both offline and online.

COURSE COORDINATOR

Dr. Mariyamma K.D
Statistics

LEARNING OUTCOMES

- Understand the concept of social skills by doing tasks.
- Develop life skills to cope with stress and do better time management.

COURSE MODULE

- Module I: Communication
- Module II: Life Skills
- Module III: Personality Development

SYLLABUS

MODULE I: Communication

Development of competency/proficiency in English and Communication - Oral/spoken communication skill - Testing – voice and accent - Voice clarity - Voice modulation & intonation - Word stress - Components of Effective Communication – Listening - Non-verbal communication (10 Hours)

MODULE II: Life Skills

Life Skills - Attitudes- types - Positive attitude - Emotional intelligence - Four branch model - Measuring emotional intelligence - Ways to improve Emotional intelligence - Time management - Major blocks to time management - Time management techniques for students - Stress management- causes - Techniques to overcome stress - Manage job issues - Principles of good time management - Stress interview. (10 Hours)

MODULE III: Personality Development

Personality Development - Development- Introspection - Self assessment - Self appraisal - Self development - Self interrogation - Setting personal mission and preparing its statement - Need for setting a personal mission - Process for preparing a mission statement - Winning factors for a personal mission - Characteristics of a personal mission. (10 Hours)

REFERENCE

Social Skills Developing Effective Interpersonal Communication By Alex Kelly
The definitive book of body language by Allan and Barbara
The Speed of Trust: The One Thing That Changes Everything by Stephen M. R. Covey