



**SRM**

**UNIVERSITY**

(Under section 3 of UGC Act 1956)

**B.Tech. (Full Time) - Personality Development**  
**Curriculum & Syllabus**  
**2015 – 2016**

**FACULTY OF ENGINEERING AND TECHNOLOGY**

**SRM UNIVERSITY**

**SRM NAGAR, KATTANKULATHUR – 603 203**

**CURRICULUM- 2013**

(Effective from Academic Year 2013-2014)

## SEMESTER I

		L	T	P	C
<b>15PD101</b>	<b>SOFT SKILLS-I</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>
	<b>Total Contact Hours - 30</b>				
	<b>Prerequisite</b>				
	<b>Nil</b>				
<b>PURPOSE</b>					
To enhance holistic development of students and improve their employability skills.					
<b>INSTRUCTIONAL OBJECTIVES</b>					
1.	To develop inter personal skills and be an effective goal oriented team player.				
2.	To develop professionals with idealistic, practical and moral values.				
3.	To develop communication and problem solving skills.				
4.	To re-engineer attitude and understand its influence on behavior.				

**UNIT I - SELF ANALYSIS** **(4 hours)**

SWOT Analysis, Who am I, Attributes, Importance of Self Confidence, Self Esteem.

**UNIT II - CREATIVITY** **(8 hours)**

Out of box thinking, Lateral Thinking.

**UNIT III - ATTITUDE** **(6 hours)**

Factors influencing Attitude, Challenges and lessons from Attitude, Etiquette.

**UNIT IV - MOTIVATION** **(4 hours)**

Factors of motivation, Self talk, Intrinsic & Extrinsic Motivators.

**UNIT V - GOAL SETTING** **(8 hours)**

Wish List, SMART Goals, Blue print for success, Short Term, Long Term, Life Time Goals.

**Time Management**

Value of time, Diagnosing Time Management, Weekly Planner To do list, Prioritizing work.

**Extempore**

**ASSESSMENT**

1. A practical and activity oriented course which has continuous assessment for 75 marks based on class room interaction, activities etc.
2. Extempore – 25 marks

**TEXT BOOK:**

SOFT SKILLS, 2015, Career Development Centre, Green Pearl Publications .

**REFERENCE**

1. Covey Sean, *Seven Habits of Highly Effective Teens*, New York, Fireside Publishers, 1998.
2. Carnegie Dale, *How to win Friends and Influence People*, New York: Simon & Schuster, 1998.
3. Thomas A Harris, *I am ok, You are ok* , New York-Harper and Row, 1972
4. Daniel Coleman, *Emotional Intelligence*, Bantam Book, 2006

15PD101 - SOFT SKILLS-I												
Course designed by		Career Development Centre										
1	Student Outcome	a	b	c	d	e	f	g	h	i	j	k
					X		X	X		X		
2	Mapping of instructional objectives with student outcome				1		2	3		4		
3	Category	General (G)		Basic Sciences (B)			Engineering Sciences and Technical Arts (E)			Professional Subjects (P)		
		X										
4	Broad Area ( for courses under 'P' only)	-		-			-					
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5	Approval	23 <sup>rd</sup> meeting of Academic Council, May 2013										

## SEMESTER II

		L	T	P	C
<b>15PD102</b>	<b>SOFT SKILLS-II</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>
	<b>Total Contact Hours - 30</b>				
	<b>Prerequisite</b>				
	<b>Nil</b>				
<b>PURPOSE</b>					
To enhance holistic development of students and improve their employability skills.					
<b>INSTRUCTIONAL OBJECTIVES</b>					
1.	To develop inter personal skills and be an effective goal oriented team player.				
2.	To develop professionals with idealistic, practical and moral values.				
3.	To develop communication and problem solving skills.				
4.	To re-engineer attitude and understand its influence on behavior.				

### **UNIT I - INTERPERSONAL SKILLS (10 hours)**

#### **Gratitude**

Understanding the relationship between Leadership Networking & Team work. Assessing Interpersonal Skills Situation description of Interpersonal Skill.

**Team Work:** Necessity of Team Work Personally, Socially and Educationally

### **UNIT II - LEADERSHIP (4 hours)**

Skills for a good Leader, Assessment of Leadership Skills

### **UNIT III - STRESS MANAGEMENT (8 hours)**

Causes of Stress and its impact, how to manage & distress, Circle of control, Stress Busters.

#### **Emotional Intelligence**

What is Emotional Intelligence, emotional quotient why Emotional Intelligence matters, Emotion Scales. Managing Emotions.

### **UNIT IV - CONFLICT RESOLUTION (4 hours)**

Conflicts in Human Relations – Reasons Case Studies, Approaches to conflict resolution.

### **UNIT V - DECISION MAKING (4 hours)**

Importance and necessity of Decision Making, Process and practical way of Decision Making, Weighing Positives & Negatives.

#### **Technical Topic Presentation**

#### **ASSESSMENT**

1. A practical and activity oriented course which has a continuous assessment for 75 marks based on class room interaction, activities etc.,
2. Technical Topic Presentation - 25 marks

#### **TEXT BOOK:**

SOFT SKILLS, 2015, Career Development Centre, Green Pearl Publications.

#### **REFERENCE**

1. Covey Sean, *Seven Habit of Highly Effective Teens*, New York, Fireside Publishers, 1998.
2. Carnegie Dale, *How to win Friends and Influence People*, New York: Simon & Schuster, 1998.
3. Thomas A Harris, *I am ok, You are ok*, New York-Harper and Row, 1972
4. Daniel Coleman, *Emotional Intelligence*, Bantam Book, 2006

15PD102 - SOFT SKILLS-II												
Course designed by		Career Development Centre										
1	Student Outcome	a	b	c	d	e	f	g	h	i	j	k
					X		X	X		X		
2	Mapping of instructional objectives with student outcome				1		2	3		4		
3	Category	General (G)		Basic Sciences (B)			Engineering Sciences and Technical Arts (E)			Professional Subjects (P)		
		X										
4	Broad Area ( for courses under 'P' only)	-		-			-					
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