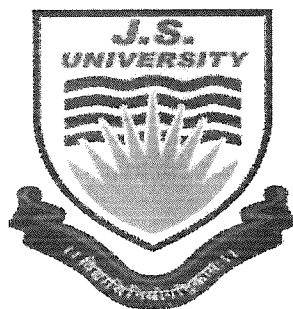


J.S. University, Shikohabad

Established by UP Govt. Act No. 07 of 2015


Recognized by U.G.C. under section 2 (f) of Act-1956



Value Added Course

VAC-023,

Personality Development And Grooming

	J.S. University, Shikohabad	Value Added Course
	Department of Sociology	MASOC: 2018-19

VALUE ADED COURSE
DEPARTMENT OF SOCIOLOGY
PERSONALITY DEVELOPMENT AND GROOMING


Programme Outcome : On completion of the course students will be able to:

This course designed to make you ready for the current growing world or character skills and capabilities, setting these goals involve assessing yours areas in which you can improve to maximize your potential

Duration: 30 Hours. (Theory and Practical)

Assessment Criteria/ Award of certification:

Participants who secured 90% attendance and secured 80% marks in final quiz shall be awarded the completion of certificate


	J.S. University, Shikohabad Department of Sociology	Value Added Course
		MASOC: 2018-19

Course Objectives: -

Maximum Exposure has to be given on Practical Oriented

After completion of the course the student shall be able to:-

- 1) Students develop their personality
- 2) It boosts their confidence
- 3) Leadership qualities enhanced
- 4) Awareness of kinesics

	J.S. University, Shikohabad Department of Sociology	Value Added Course
		MASOC: 2018-19

Sr.No	Content	Duration (30 Hrs)
1	Personality	06
2	Need a little Personality and team building	06
3	Type of Personality	06
4	Personality Skills	06
5	Seminar	06

SYLLABUS OUTLINE

1. Module-1

PERSONALITY

- What is personality?
- Finding your Personality
- How to develop personality
- Three main influence of personality (Heredity, Environment, Situations)

2. Module-2

NEED A LITTLE PERSONALITY & TEAM BUILDING :

- Maslow's hierarchy of needs.
- Basic Personality traits
- Characteristics of an effective team.
- Essentials of an effective team
- team dynamics
- Managing a Team

3. Module-3

PERSONALITY

- Personal Hygiene
- Social Effectiveness
- Business Etiquettes (power dressing)
- Personal Growth & Improvement
- Table Manners

4. Module-4

INTERVIEW PREPARATION

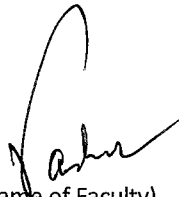
- Introduction Skills
- Resume writing
- Dress Code
- Presentation Skills
- Group Discussion
- Personal Interview
- Mock-Interview
- Team Behavior

5. Module-5

Seminar/Workshop

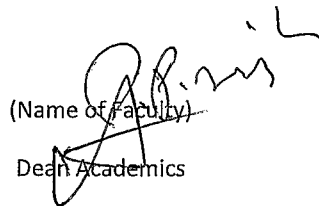
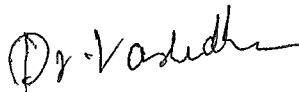
References:-

1. Personality Development and soft skills - Barunmitra
2. Soft skill for – S.I Hariharan – MJP Publications
3. Personality Development & Soft skill – Goyal Brothers Prakasan



(Name of Faculty)

Course Coordinator



(Name of Faculty)

Dean Academics



(Name of Faculty)

Director/Principle/Dean of
Faculty/Department

