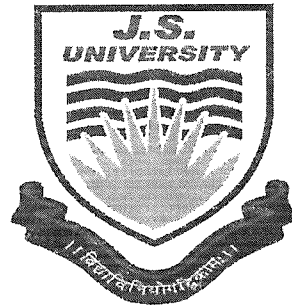


J.S. University, Shikohabad

Established by UP Govt. Act No. 07 of 2015

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



Value Added Course

Interpersonal Skill

VAC-191

FACULTY OF COMMERCE



J.S. University, Shikohabad
Faculty of commerce

Value Added Course

AY: 2019-20

Interpersonal Skill

Duration: 30 Hours.

Course Objectives:

- To understand the nature of interpersonal communication
- To appreciate the importance of assertion in interpersonal communication and be introduced to some key assertion strategies
- To understand the interpersonal nature of giving feedback, receiving criticism and resolving conflicts
- To establish attentive listening as an assertion strategy
- To understand meeting skills as interpersonal skill

Course Outcome:

Upon completion of the course, the student will be able to demonstrate knowledge of the following topics:

- Contribute to safe learning environment
- Have given thoughtful and diligent assessment of the learner's assets and needs prior to the exchange
- Recognize that effective feedback is usually uncomfortable • Assess recipient's level of readiness for feedback
- Identify and address barriers to receiving feedback
- Develop a safe space for discussion and critical appraisal of the feedback given
- Mutually arrive at a meaningful assessment and plan of action towards

Syllabus Outline

1. Module-1

- Alive to facts and developments
- Commitment to democratic values
- Commitment to Pluralism
- Secular outlook
- Pride in Indian nation, culture, history and heritage

- Analytical approach
- Clearheaded
- Good communication skills.

2. Module-2

- Depth of knowledge
- Determination
- Command over language
- Discipline
- Hardwork
- Initiative/enterprising
- Integrity
- Dress pattern/code

3. Module-3

- Logical approach
- Methodical and systematic approach
- Proper mobilization and utilization of resources
- Strong moral values
- No jealousy
- No persecution complex
- No unreasonable fear
- Optimistic

Module-4

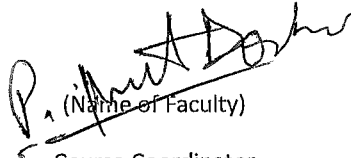
- Perseveranc
- Planning
- Practical approach
- Practical knowledge
- Promptness to take decisions
- Sense of right and wrong
- Sincerity
- Willingness to take calculated risks
- Smile
- Appreciation
- Paying attention to others
- Active listening
- Team man
- Empathy Y

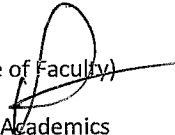


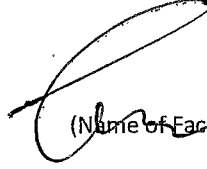
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 Dr. Akhilesh


 (Name of Faculty)
 Director/Principle/Dean of
 Faculty/Department
 Dr. Gaura
 Yadav