Level	Bloom's Level of Thinking	Continuous Learning Assessment (50% weightage)								Final Examination (50% weightage)	
		CLA – 1 (10%)		CLA – 2 (10%)		CLA – 3 (20%)		CLA – 4 (10%)#			
		Theory	Practice	Theory	Practice	Theory	Practice	Theory	Practice	Theory	Practice
Level 1	Remember	40	-	40	-	40	-	40	-	40	-
	Understand										
Level 2	Apply	30	-	30	-	30	-	30	-	30	-
	Analyze										
Level 3	Evaluate	30	-	30	-	30	-	30	-	30	-
	Create										
	Total	100 %		100 %		100 %		100 %		100 %	

CLA – 4 can be from any combination of these: Assignments, Seminars, Tech Talks, Mini-Projects, Case-Studies, Self-Study, MOOCs, Certifications, Conf. Paper etc.,

Course Designers		
Experts from Industry	**Experts from Academic**	**Internal Experts**
1. Mr. Suresh S, Program Head, Hello FM	1. Dr. G Balasubramania Raja, Prof & Head, Manonmaniam Sundranar University Mail- gbs_raja@yahoo.com	1. Dr. Rajesh R, Head, SRM IST 2.Dr.S.Albert Antony Raj, Associate Professor and Head, SRMIST

Course Code	UJK20501T	Course Name	Leadership and Management Skills	Course Category	JK	Life Skill Courses	L	T	P	C
							2	0	0	2

Pre-requisite Courses	Nil	Co-requisite Courses	Nil		Progressive Courses	Nil															

Course Offering Department	Career Development Centre	Data Book / Codes/Standards	Nil

Course Learning Rationale (CLR):	The purpose of learning this course is to:				Learning			Program Learning Outcomes (PLO)															
					1	2	3	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
CLR-1 :	help students to develop essential skills to influence and motivate others				Thinking	Proficiency	Attainment	ntal Knowledge	on of Related	Disciplinal Knowledge	Specialize	Utilize	Knowledge Skills in	Modeling	Interpret	Investigative Skills	Solving	cation	Analytical Skills	ICT Skills	nal	Life Long Learning
CLR-2 :	Inculcate emotional and social intelligence and integrative thinking for effective leadership																					
CLR-3 :	create and maintain an effective and motivated team to work for the society																					
CLR-4 :	nurture a creative and entrepreneurial mindset																					

CLR-5 :	make students understand the personal values and apply ethical principles in professional and social contexts																	
CLR-6 :	manage competency-mix at all levels for achieving excellence with ethics																	

Course Learning Outcomes (CLO):	At the end of this course, learners will be able to:																		
CLO-1 :	examine various leadership models and understand / assess their skills, strengths and abilities that affect their own leadership style and can create their leadership vision	3	80	75	L	M	H	-	M	M	-	-	-	M	H	L	-	H	H
CLO-2 :	learn and demonstrate a set of practical skills such as time management, self-management, handling conflicts, team leadership, etc	3	80	75	L	M	H	-	M	M	-	-	-	M	H	L	-	H	H
CLO-3 :	understand the basics of entrepreneurship and develop business plan	3	75	70	L	M	H	-	M	M	-	-	-	M	H	L	-	H	H
CLO-4 :	apply the design thinking approach for leadership	3	75	70	L	M	H	-	M	M	-	-	-	M	H	L	-	H	H
CLO-5 :	appreciate the importance of ethics and moral values for making of a balanced personality	3	75	70	L	H	H	-	M	M	-	-	-	M	H	L	-	H	H
CLO-6 :	be an integral human being	3	75	70	L	H	H	-	M	M	-	-	-	M	H	L	-	H	H

Duration (hour)		6	6	6	6	6
S-1	SLO-1	Leadership - definition	Team building	Management – definition	Women in management	Entrepreneurship
	SLO-2	Leadership – qualities	Team dynamics	Manager – traits	Global gender perspective in business. Do women make good managers? - discussion	Entrepreneurship
S-2	SLO-1	Leadership – styles	Work delegation	Scheduling work	Confronting problems faced by women managers – case study	Successful Indian entrepreneurs – case study
	SLO-2	Leadership – styles	Work delegation – activity	Scheduling work – activity	Confronting problems faced by women managers – case study	Successful Indian entrepreneurs – case study
S-3	SLO-1	Difference between leader and boss	Decision making	Strategic planning	Successful women managers – documentary screening	Successful women entrepreneurs – case study
	SLO-2	Case study (based on leadership styles)	Decision making - activity	Strategic planning	Successful women managers – documentary screening	Successful women entrepreneurs – case study
S-4	SLO-1	Case study (based on leadership styles)	Motivation	Change management	Women labour force in work place	Ethics – definition
	SLO-2	Case study (based on leadership styles)	Motivating for results	Change management – activity	Problems faced by women labour force in work place - case study	Corporate ethics
S-5	SLO-1	Leadership in diverse	Argumentation, Persuasion	Energy management	Sexual harassment of women	Essential elements of business ethics

		organizational structures, cultures and communications			at workplace (prevention, prohibition, and redressal) Act, 2013	
	SLO-2	Leadership in diverse organizational structures, cultures and communications	Negotiation , Networking	*Novel ways to manage energy in work place – activity*	Documentary screening - Sexual harassment of women at workplace	*Activity (students formulate ethical code of their business organization)*
S-6	SLO-1	Leading the organisation through stability and turbulence	Budget planning	*Work force management*	Transgender persons protection of rights act, 2019	*Ethical dilemma*
	SLO-2	Case study	Taking risk	*Grievance redressal policy in organisations*	Documentary screening – based on inclusiveness of the third gender in workplace	*Ethical dilemma - case study*

Learning Resources	1. *Craig E Johnson, Meeting the ethical challenges of leadership, Sage publications, 2018* 2. *Allan R Cohen, David L Bradford, Influence without authority, Wiley, 2018* 3. *T V Rao, Managers who make a difference: Sharpening your management skill, Random house India, 2016*	4. *Alexander Osterwalder, Business Model Generation,Wiley, 2013* 5. *Deborah Tannen, Talking from nine to five: Women and men in the workplace, Harper Collins publishers, 2010* 6. *Amish Tandon, Law of sexual harassment at workplace: Practice and procedure,Niyogi books, 2017* 7. *Rashmi Bansal, Connect the dots, Westland books, 2012*

Learning Assessment

Level	Bloom's Level of Thinking	Continuous Learning Assessment (100% weightage)			
		CLA-1 (20%)	CLA-2 (20%)	CLA-3 (30%) #	CLA-4 (30%) ##
		Theory	Theory	Theory	Theory
Level 1	Remember	10%	10%	30%	15%
	Understand				
Level 2	Apply	50%	50%	40%	50%
	Analyze				
Level 3	Evaluate	40%	40%	30%	35%
	Create				
	Total	100 %	100 %	100 %	100 %

\# CLA-1, CLA-2 and CLA-3 can be from any combination of these: Online Aptitude Tests, Classroom Activities, Case Studies, Poster Presentations, Power-point Presentations, Mini Talks, Group Discussions, Mock interviews, etc.

\## CLA – 4 can be from any combination of these: Assignments, Seminars, Short Talks, Mini-Projects, Case-Studies, Self-Study, MOOCs, Certifications, Conf. Paper etc.,

Course Designers		
Experts from Industry	**Experts from Higher Technical Institutions**	**Internal Experts**
1. Ajay Zener, Director, Career Launcher	-	1. Ms Sindhu Thomas B, Assistant Professor & Head in Charge, CDC, FSH, SRMIST
		2. Mr Rajsekar, Assistant Professor, CDC, FOM, SRMIST