

PATUCK–GALA COLLEGE OF COMMERCE & MANAGEMENT

Patuck Campus, RustombaPatuck Marg, 100 Nehru Road, Vakola Bridge, Santacruz (E), Mumbai: 400 055

(Affiliated to University of Mumbai)

Re-accredited with B++ grade by NAAC (2.77 CGPA)

Add On Certificate Course

On

PERSONALITY DEVELOPMENT

Course Objectives:

1. To mold and polish the personality of students
2. To cultivate positive attitudes and perceptions among the learners
3. To enable the learners exude more confidence and positive attitude
4. To acquaint the learners with their inner self so as to help them introspect

Course Outcomes:

1. Influence the personality of students to be more affable & sophisticated
2. Develop IQ, EQ & SQ for better adaptability to surroundings
3. Apply concepts of Leadership Styles, Time Management, Decision Making, Conflict & Stress Management to enhance their individuality.
4. Improve Body Language and Etiquettes to be more presentable

Course Contents:

Sr. No.	Topics	Hour(s)
1	Concept of Personality	02
2	IQ, EQ, SQ	02
3	Introspection, Self-Assessment, Inner Conversations	02
4	Self-Esteem & Inter-Personal Relationships	02
5	Attitudes & Perception	02
6	Leadership	02
7	Communication	02
8	Motivation	02
9	Time Management	02
10	Change Management	02
11	Decision Making	02
12	Stress Management	02
13	Team Work	02
14	Conflict Management	02
15	Mannerism/Body Language/Etiquette	02
	Total	30

Course Evaluation:

Students will be evaluated on the following parameters:

Sr. No	Particulars	Marks	Weightage
1	Attendance	10	20%
2	Individual Session Assignment	10	30%
3	Final Evaluation	30	50%

Each student must attend a minimum of 12 sessions out of the total 15 sessions as part of the Attendance Evaluation.