

SEMESTER –IV

For those who joined in 2019 onwards

COURSE CODE	COURSE TITLE	CATEGORY	HRS/WEEK	CREDITS
21G4GS	Personality Development	Lecture	1	1

COURSE DESCRIPTION

This course offers insight into personality development, time management and tackling procrastination.

COURSE OBJECTIVES

- To realize the importance of relationships.
- To hone their leadership qualities.
- To value time and manage it responsibly.

UNITS

UNIT –I PERSONALITY DEVELOPMENT (3 HRS)

Steps to build positive personality-Steps to build personality.

UNIT –II TIME MANAGEMENT (3 HRS)

Meaning-Process of time management- Strategies of time management.

UNIT –III TACKLING PROCRASTINATION (3 HRS)

Why do you procrastinate – Effects of Procrastination - Overcoming procrastination.

UNIT –IV CASE STUDIES (3 HRS)

Life history of popular personalities, Cases of ideal and poor time management, Causes and consequences of procrastination

UNIT –V EXERCISES (3HRS)

Individual: Describing them self based on their Traits, Values practises, Behaviours with friends, family and strangers.

Group: As a Team real life time management experiences should be presented.

REFERENCES:

- 1.Dr.C.S.G.Krishnamacharyalu and Dr.Lalitha Ramakrishnan.(2012).***Personality Development, Interpersonal Skills and career Management.*** Himalaya publishing house,New Delhi.
- 2.Marc Mancini.(2005).***Time management.*** Tata Mc Graw-Hill Publishing Co Ltd, New Delhi.
- 3.Abishek Thakaro.(2013). ***Super students.*** Pustak Mahal, New Delhi.

COURSE CONTENTS & LECTURE SCHEDULE:

Module No.	Topic	No. of Lectures	Teaching Pedagogy	Teaching Aids
UNIT -1 PERSONALITY DEVELOPMENT				
1.1	Positive Personality	1	Lecture	LCD
1.2	Steps to build positive personality	2	Lecture	LCD
UNIT- 2 TIME MANAGEMENT				
2.1	Meaning of Time Management	1	Lecture	Smart Board
2.2	Process of Time Management	1	Lecture	Smart Board
2.3	Strategies of Time Management	1	Lecture	Smart Board
UNIT – 3 TACKLING PROCRASTINATION				
3.1	Why do you procrastinate?	1	Lecture	LCD
3.2	Effects of procrastination	1	Lecture	LCD
3.3	Overcoming procrastination	1	Lecture	LCD
UNIT - 4 CASE STUDIES				
4.1	Life history of popular personalities	1	Discussion	Smart Board

4.2	Cases of ideal and poor time management	1	Discussion	Smart Board
4.3	Causes and consequences of procrastination	1	Discussion	Smart Board
UNIT – 5 EXERCISES				
5.1	Individual: Describing their personality	1	Presentation	Chart
5.2	Group: Real life, time management experiences	2	Discussion	Smart Board

Levels	C1	C2	C3	Total Scholastic Marks	Non Scholastic Marks C4	CIA Total	% of Assessment
	Individual Assignment 10Mks.	Individual Assignment 10Mks	Group Discussion & Presentation 15Mks.	35 Mks.	5 Mks.	40Mks.	
K2	10	-	-	10	-	10	25 %
K2	-	10	-	10	-	10	25 %
K3	-	-	15	15	-	15	37.5 %
Non Scholastic	-	-	-		5	5	12.5 %
Total	10	10	15	35	5	40	100 %

CIA

Scholastic **35**

Non Scholastic **5**

40

- **All the course outcomes are to be assessed in the various CIA components.**
- **The levels of CIA Assessment based on Revised Bloom's Taxonomy are :**

K2-Understand, K3-Apply, K4 - Analyse

- **The course teachers are requested to start conducting C1, C2 and C3 at due intervals of time.**

EVALUATION PATTERN

NON - SCHOLASTIC			MARKS			
C1	C2	C3	C4	CIA	ESE	Total
10	10	15	5	40	60	100

C1 – Individual Assignment

C2 – Individual Assignment

C3–Group Discussion and Presentation

C4 – Non - Scholastic

COURSE OUTCOMES

On the successful completion of the course, students will be able to:

CO 1.To build positive personality

CO 2.To plan strategies to manage time effectively

CO 3.To recognise the cause and effect of procrastination

CO 4.To recognise the cause and effect of procrastination.

CO 5.To organise steps to overcome procrastination.

COURSE DESIGNER:

1.Dr.R.Latha

2.Dr.K.Sangeetha