



Faculty of Management and Finance

Bachelor of Business Administration Honours in Business Management Degree Programme

Course Unit Information Sheet

Course Code		MGT 22213			
Course Name		Socio-Emotional Skills			
Semester		2000 Level Semester II			
Credit Value	3	Core/Optional	Core	GPA/NGPA	GPA
Hourly Breakdown		Lectures	Practical	Independent Learning	
		30 hours	30 hours	90 hours	
Course Description					
Socio-emotional skills are essential for success in all areas of life, including work, and personal relationships. This course is designed to improve students’ socio-emotional skills. Thus, this course is designed to increase understanding of core behavioral principles upon which important socio-emotional skills are based and to foster improved competency in several critical socio-emotional skills. And this unit focuses more on active involvement of students in their learning process.					
Intended Learning Outcomes				PLO Alignment	
Upon completion of this course unit, the students will be able to,					
1. Explain the foundational concepts of socio-emotional skills and their importance in personal and professional development.				1,2	
2. Explain the importance of motivation, empowerment, and engagement in fostering teamwork.				13	
3. Apply the principles of getting along with others and gaining power and influence.				12,13,17	
4. Apply socio-emotional skills in practical scenarios and engage in constructive conversations with others.				17	
5. Apply negotiation and conflict resolution techniques in practical settings				20,22	
6. Evaluate effective strategies for interacting with other people, developing friendships, and making engaging conversations.				17	
Course Content				Hours	ILOs
1. Developing self-awareness				2T/2P	1
2. Communication tools				2T/2P	4
3. Social rules and roles				2T/2P	3
4. Interacting with other people				2T/2P	6
5. Friendships				2T/2P	6
6. Making conversation				2T/2P	6
7. Getting on with others				2T/2P	5
8. Gaining power and influence				2T/2P	3

9. Building effective teams and teamwork	2T/2P	3
10. Assertiveness and self-protection	2T/2P	1
11. Motivation	2T/2P	2
12. Empowering and engaging others	2T/2P	2
13. Negotiating and resolving conflict	2T/2P	5
14. Managing stress and well-being	2T/2P	4
15. Leading positive change	2T/2P	4,6
Teaching Methods		
Lectures, Group discussions, Role plays, Presentations, Workshops and Seminars		
Assessment Methods		
Continuous Assessment 50%	Portfolio Assessment 50% (Learning reflection through portfolio)	Total 100
Recommended Readings		
1. Cs ó ti, M. <i>People Skills for Young Adults</i> . Jessica Kingsley Publishers. / The latest edition 2. Cs ó ti, M. <i>Developing Children's Social, Emotional, and Behavioural Skills</i> . Bloomsbury Publishing. / The latest edition 3. Whetten, D. A., Cameron, K. S., & Woods, M. <i>Developing Management Skills</i> . Upper Saddle River, NJ: Prentice Hall. / The latest edition		