



**MEASI INSTITUTE OF MANAGEMENT
CHENNAI-14**
Approved by All India Council of Technical Education and
Affiliated to the University of Madras, ISO 9001:2015 Certified Institute

LESSON PLAN

Name of the Course	Soft skill – III Managerial Skill- Advanced Level -II	Lecture	-
Type of the Course	Soft Skill	Theory	-
Course Code	PSSEC	Practical	2
Semester	III	Seminar	1
Maximum Hours	30	Credits	2

Unit. No.	Details	Teaching type	Level	Method	Hours
Unit I	Stress Management • Definitions and manifestations of stress	Understanding	L2	Lecture	2
	• Stress coping ability and stress inoculation training	Reflective	L3	Analytic	2
	• Management of various forms of fear(examination fear, stage fear or public speaking anxiety), depression and anger	Reflective	L3	Analytic	2
Unit II	Conflict Management Skills • Types of conflict (Intrapersonal, intra group and inter group conflicts)	Understanding	L2	Lecture	1
	• Basic concepts, cues, signals, symbols and secrets of body language	Understanding	L2	Lecture	1
	• Significance of body language in communication and assertiveness training	Reflective	L3	Analytic	2
	• Conflict stimulation and conflict resolution techniques for effective conflict management.	Reflective	L3	Analytic	2
Unit III	Interpersonal skills • Group Decision Making	Reflective	L3	Analytic	2
	• Emotional Intelligence and Leadership effectiveness	Reflective	L3	Analytic	2
	• Negotiation skills	Reflective	L3	Analytic	2
Unit IV	Time Management • Time wasters – Procrastination	Understanding	L2	Lecture	2



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	<ul style="list-style-type: none"> • Time management personality profile 	Reflective	L3	Analytic	2
	<ul style="list-style-type: none"> • Time management tips and strategies 	Reflective	L3	Analytic	2
Unit V	<ul style="list-style-type: none"> • Towards Empowerment 	Understanding	L2	Lecture	2
	<ul style="list-style-type: none"> • Power tactics and power in groups 				
	<ul style="list-style-type: none"> • Managerial empowerment and entrepreneurship 	Reflective	L3	Analytic	2
	<ul style="list-style-type: none"> • Altruism and Spirituality 	Understanding	L2	Lecture	2
TOTAL HOURS					30

Note:

Teaching Type	Level	Method
Memory level	L1	Drill, Review and Revision and Asking the question
Understanding level	L2	Lecture method, lecture demonstration method, discussion method, inductive and deductive, exemplification and explanation methods
Reflection level	L3	Problem solving method, investigating projects, Heuristic method, Experimental method, Inquiry oriented method, analytic method