

Master of Commerce Course
COMOE05: LIFE SKILLS AND COMMUNICATION

Marks: 100

Duration: 60 Hrs.

Objectives:

This course is aimed at building understanding and perspective about life beyond profession. Course Outcomes: The successful completion of this course shall enable the student:

CO1: To understand the meaning and grand narrative of life.

CO2: To learn to leverage psychological capital.

CO3: To understand the role of society and technology in life.

CO4: To understanding nuances of communication.

CO5: To learn the meaning of work.

Contents:

Unit I- Introduction: Ontological perspective of life; Meaningfulness and mindfulness; Understanding personal and organizational outcomes of meaningfulness and mindfulness; Notion of time.

Unit II- Cognitive Approaches and Strategies: Understanding Psychological Capital - Hope, efficacy, resilience and optimism; Developing strengths and living well; Happiness and pleasure dialogue.

Unit III- Society Technology Interface: Role of technology in shaping present day society; Social interaction and changing paradigm of physical, digital and biological world.

Unit IV- Effective Communication Skills: Principles of effective communication; Verbal, non-verbal and listening skills; Creating persuasive communication and avoiding common mistakes in communication at personal, interpersonal and organizational level.

Unit V- Gainful Employment and Life Skills: Understanding role of life skills for increasing employability and entrepreneurship, meaning and significance of good work