

### **\*Course Overview: \***

This transformative course empowers individuals with essential life skills to thrive in personal and professional life. Through interactive sessions, participants will develop practical skills to navigate challenges, build resilience, and foster meaningful relationships.

### **\*Course Objectives: \***

- Boost self-awareness, self-esteem, and confidence
- Enhance communication, active listening, and conflict resolution skills
- Develop problem-solving, decision-making, and time management abilities
- Cultivate emotional intelligence, empathy, and interpersonal skills
- Foster resilience, stress management, and mental well-being
- Achieve goal-setting, planning, and success

### **\*Comprehensive Course Outline: \***

1. Self-Discovery and Personal Growth
2. Effective Communication and Interpersonal Skills
3. Emotional Intelligence and Empathy
4. Strategic Problem-Solving and Decision-Making
5. Productive Time Management
6. Conflict Resolution and Negotiation
7. Building Resilience and Managing Stress
8. Goal-Setting and Achievement
9. Nurturing Positive Relationships
10. Mindfulness and Well-being

### **Teaching and Assessment Methods**

- Lectures
- Group discussions
- Assignment
- Seminar
- Examinations

### **Module 1- Introduction to Life Skills and life Skills Education (5 Credits)**

- Conceptual Basis of Life Skills: Definition, Need and significance.
- Evolution and Development of the Concept of Life Skill Education
- Classification of Life Skills - Generic, Problem Specific and Area Specific Skills
- Concept and strategies to promote Healthy Life Style Skills
- Life Skills for Adolescents and Youth-- Life skill Education for Teachers

### **Module 2- Life Skills Approach in Education and Training (5 Credits)**

- Core Life Skills: Social & Negotiation Skills
- Self-Awareness - Definition, Importance, Dimensions, Components
- Life Skills for Personal Effectiveness
- Values: Punctuality, Honesty, Loyalty, Dependability, Reliability
- Skill of building Self-confidence and Self-Motivation

### **Module 3 - Methods and Strategies for nurturing Self-Awareness (5 Credits)**

- Exploration: SWOT Analysis
- Empathy: Sympathy, Empathy & Altruism
- Thinking Skills: Critical Thinking: Analytical Thinking, Strategies to enhance Critical Thinking
- Creative Thinking: Out-of-the box thinking, Stages of Creative Thinking, Factors hindering creative thinking, Characteristics of Creative thinkers

### **Module 4-Decision Making (5 Credits)**

- Definition, Informed Decision Making, Consequences of Decision Making and Models of Decision Making
- Coping with Emotions: Basic Emotions, Models of emotion
- Coping with Stress: Definition, Types, Sources of Stress, Strategies to Manage Stress

### **Module 5 - Application of Life Skills in day - to- day life (5 Credits)**

- Skill to Overcome Eating Disorders and obesity, Skills to prevent Abuse- physical, sexual and emotional.
- Skill of time management
- Study Skills and Memory Techniques
- Interpersonal Relationship: Definition, Factors Affecting Relationships

### **Module 6- Life skills work in combination (5 credits)**

- Thinking skills, social skills, and coping skills
- Skill of goal Setting: Types, Steps, Personal vision and goal
- Problem Solving: Definition, Steps in Problem Solving

- Effective Communication: Assertiveness, Effective Listening, Negotiation Techniques & Process, Barriers of Communication, Presentation Skills

**Reference:**

- Arora G L, Self-learning material for teacher educators: volume 1
- Anant Pai, How to Develop Self-Confidence
- Rao, Self- Evaluation in Student Teaching
- Lorin W Anderson, Classroom assessment enhancing the quality of teacher decision making
- Wood And Tolley, Test Your Emotional Intelligence: How to Assess and Boost Your EQ
- Daniel Goleman, Working with emotional intelligence