SARDAR PATEL UNIVERSITY
Programme: BBA (Information Systems Management)
Semester: VI
Syllabus with effect from: DECEMBER 2013

Paper Code: UM06FBBS01	Total Credits: 3
Title Of Paper: Leadership Skills for Management - II	

Unit	Description in detail	Weightage (%)
1	**Managerial Traits and Skills:** **Nature of Traits & Skills:** Emotional Stability, Defensiveness, Integrity, Interpersonal Skills, Technical & Cognitive Skills. **Managerial Traits and Effectiveness:** High Energy level and Stress Tolerance, Self Confidence, Internal Locus of Control, Emotional Stability and Maturity, Power Motivation, Personal Integrity, Achievement Orientation, Need for Affiliation. **Managerial Skills and Effectiveness:** Technical Skills, Conceptual Skills, Interpersonal Skills.	25 %
2	**Relevant Competencies for Leadership Skills:** **Other Relevant Competencies:** Emotional Intelligence, Social Intelligence, Systems Thinking, Ability to learn. **Situational Relevance of Skills:** Skills Needed at Different levels, Transferability of Skills Across, Organizations, Requisite Skills and the External Environment. **Applications for Managers:** Maintain Self-Awareness, Develop relevant skills, Remember that strength can become a weakness, Compensate for weaknesses.	25 %
3	**Leadership Developmental Activities: Learning from Experience:** Amount of challenge, Variety of Tasks or Assignments.Relevant Feedback. **Developmental Activities:** Multisource Feedback, Developmental Assessment Centers, Developmental Assignments, Job Rotation Programs, Action Learning, Mentoring, Executive Coaching, Outdoor Challenge Programs, Personal Growth Programs.	25 %
4	**Contemporary Issues in Leadership: Inspirational Approach on Leadership:** Charismatic Leadership, Transformational Leadership **Authentic Leadership:** Self-awareness, Self-regulation & development, Relational Transparency **Contemporary Leadership Roles:** Mentoring , Self-Leadership, E-Leadership **Leadership Development:** Ingredients of Leadership Development, Leadership Development Process	25 %

Basic Text & Reference Books:

- Gary Yukl: Leadership in organisations, Pearson Education, New Delhi.
- L M Prasad: Organisational Behaviour, Sultan Chand & Sons, New Delhi.
- P.Guggenheimer& M. Diana Szulc: Understanding Leadership Competencies,Viva, books, New Delhi