

Sardar Patel University

Programme : B.Com.

Semester : VI

Syllabus with effective from: November 2020

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| Paper Code : UB06SCOM24 | Total Credit : 3 |
| Title Of Paper : National Cadet Corps - V | |

Objective : The objective of this course is to impart basic knowledge Stress Management Skills, Interview Skills, Group/ Team Work and Body Language.

| Unit | Description in detail | Weightage |
|-------------|--|------------------|
| 1 | Stress Management Skills Introduction, Understanding Stress, Expected Responses, Stress Signals, Stress Management Techniques, Understanding Emotions and Feelings. | 25 % |
| 2 | Interview Skills Introduction, Curriculum Vitae, Interview Skills: Before the Interview, Conducting yourself during the Interview, Mock Interview. | 25 % |
| 3 | Group/ Team Work Introduction, Types of Groups, Importance of a Group, Characteristics of a Group, Team: Definition, Types of Teams, Importance of a Team, Characteristics of a Team. | 25 % |
| 4 | Body Language Introduction, Body Language Parts, Body Parts involved in Body Language, Personal Space Distances, Important Body Language Signs and their Meaning: Eyes, Mouth, Head, Arms, Hands, Handshakes, Legs/Feet. | 25 % |

Basic Text & References Books :

- Cadet's Hand Book Common Subject, All Wings, By DGNCC, New Delhi.
- Cadet's Hand Book Specialized Subject, Army, By DGNCC, New Delhi.