

COURSE NAME : All Branches of Diploma in Engineering / Technology
COURSE CODE : EJ/EN/ET/EX/EV/IC/IE/IS/MU/DE/ME/PG/PT/AE/CE/CS/CR/
CO/CM/IF/EE/EP/CH/CT/PS/CD/ED/EI/CV/FE/IU/MH/MI/
TX/TC/DC
SEMESTER/YEAR : Fifth for EJ/EN/ET/EX/EV/IC/IE/IS/MU/DE/ME/PG/PT/
AE/CE/ CS/CR/CO/CM/IF/EE/EP/CH/CT/PS/TX/TC/DC and
Sixth for CD/MH/IU/CV/FE/MI
SUBJECT TITLE : Behavioural Science
SUBJECT CODE :

Teaching and Examination Scheme:

Teaching Scheme			Examination Scheme					
TH	TU	PR	PAPER HRS.	TH	PR	OR	TW	TOTAL
01	--	02	--	--	--	25#	25@	50

- External

@ - Internal

* On Line Examination

Rationale:

With increased globalization and rapid changing business expectations, employers are looking for wide cluster of skills to cater to the changing demand. Personality traits and soft skills are playing a key role in a student's career in this changing scenario. Corporate houses look for soft skills that supplement hard skills.

Addition of behavioural science in curriculum is intended to enhance the efficiency of a person so that he can contribute to overall growth of organisation. It aims at developing insight into leadership, team building, motivation, interpersonal relationship, problem solving, decision making and aspects of personality in a technician's profile. Addition of the topic of organizational culture will further mould him/ her in the organisational role.

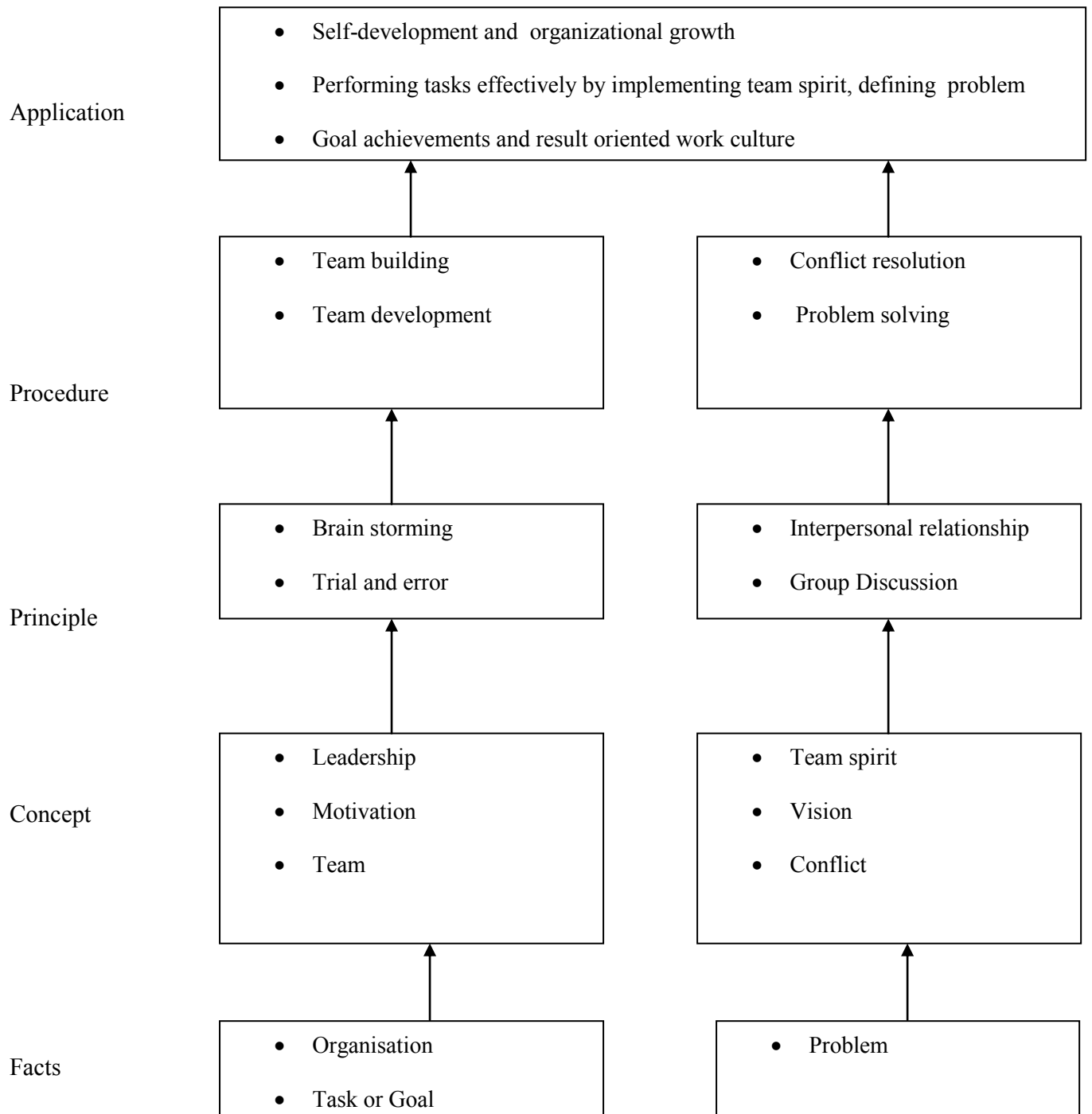
This subject of 'Behavioural Science' provides a broad base in which a technician can develop a successful career in the world of work.

General Objectives:

After studying this subject, the students will be able to:

1. Develop him/her as Team leader.
2. Use self-motivation and motivate others.
3. Build a team and develop team spirit among the team members.
4. Improve the interpersonal relationship skills.
5. Learn Problem solving and decision making skills.
6. Discuss a particular topic in a group and face the interview.

Learning Structure:



Theory:

Topic and Contents	Hours
TOPIC 1: LEADERSHIP Contents: 1.1 Introduction – Importance, examples of different types of leaders. 1.2 Meaning and Definition of Leadership. 1.3 Leadership qualities – Confidence, Vision, Communication Skills, influencing people etc. 1.4 Types of Leadership styles, their advantages and disadvantages – Autocratic, Democratic, Delegative, Bureaucratic and Laizze Fairie.	02
TOPIC 2: MOTIVATION Contents: 2.1 Meaning and Definition of motivation. 2.2 Types of motivation. 2.3 Maslow’s Motivation theory. 2.4 Job characteristic model to enhance motivation.	03
TOPIC 3: TEAM BUILDING Contents: 3.1 Definition of Team. 3.2 Difference between Group and Team. 3.3 Need for formation of good team (vision, trust, cooperation, initiative, etc.) 3.4 Approach to Team building (Personality based, activity based, skill based, problem solving based, etc.)	02
TOPIC 4: CONFLICT RESOLUTION Contents: 4.1 Definition of Conflict. 4.2 Types of Conflict – Functional and Dysfunctional 4.3 Sources of Conflict – Ego, Authority, Frustration etc. 4.4 Positive and Negative effects of conflicts. 4.5 Methods of Conflict resolution – Compromising, withdrawal, forcing.	04
TOPIC 5: PROBLEM SOLVING AND DECISION MAKING Contents: 5.1 Steps in Problem Solving. 5.2 Methods used for solving problems – trial and error method, brain storming, lateral thinking method. 5.3 Techniques used for Decision making- Decision tree, Decision Matrix, Mind Mapping etc.	03
TOPIC 7: GROUP DISCUSSION AND INTERVIEW TECHNIQUES Contents: 7.1 GROUP DISCUSSION <ul style="list-style-type: none">• Objectives of Group Discussion (ability to work in team, speaking and listening skills, leadership, creativity)• Does and Don’ts of Group Discussion.• How to conclude Group Discussion. 7.2 INTERVIEW TECHNIQUES	02

<ul style="list-style-type: none"> • Types of Interviews. (patterned, stress, behavioural) • Dress Code, Body Language and Communication Skill. • Probable questions for Interview. • Telephonic or Video Interview. 	
Total	16

Practical:

Skills to be developed:

Intellectual Skills:

- Develop ability to find his strengths
- Select proper source of information.
- Follow the technique of time and stress management.
- Set the goal.

Motor Skills:

- Follow the presentation of body language.
- Work on internet and search for information.
- Prepare slides / transparencies for presentation.

List of Practicals/activities:

1. Form a group of 4 or 5 students and discuss the topic 'Qualities of an effective leader'. Each group will prepare its list with justification to the entire class and write an assignment under the guidance of subject teacher.
2. Form a pair of student and each one from pair will ask each other questionnaire on motivation, self-motivation, experiences that motivated him or other which him for success in the past and write an assignment under the guidance of subject teacher based on discussion.
3. Form a group of 4 or 5 students and assign them a group activity such as 'making a shape from match stick (50 to 100 match sticks) without guidance and without group discussion.
4. The group as in activity 3 will now perform the same activity. After group discussion and under guidance of subject teacher, each student from a group will write an assignment for both the activities and write their inferences with reference to group discussion, team development, team building, etc.
5. Form a group of 8 to 10 student and arrange a group activity such as;
 - Industrial visit.
 - Visit to any historical place/fort/museum, etc
 - Housekeeping and cleaning of any laboratory/seminar hall for any function.
 After the execution of activity student will write an assignment under guidance of teacher keeping in mind individual role, purpose of activity, inter dependency of work or task, coordination of person and task involved and final performance.
6. Write an assignment on interpersonal relationship and conflict management with student's personal experience of solving conflicts.
7. Form a group of 20 students and ask them to prepare a list of 8 to 10 problems affecting the institute. Subject teacher should analyze one such problem on black board using 'Fish bone technique' with the participation of students. Students will write an assignment consisting;
 - Apparent problem statement.

- Analysis of the causes.
 - Definition of real problem.
8. The subject teacher starts the session with ‘Statement of the problem’ written on the black board. After ensuring that all the participants are at the same level of understanding the statement of problem, he initiates NGT (Normal Group Technique) to arrive at maximum possible number of creative solutions.
Based on ranking matrix the group will arrive at feasible solutions and students will write an assignment consisting of;
- Problem Statement.
 - Model of problem solving.
 - List of creative solution suggested by participants.
 - Write the most feasible solution based on given criteria.
9. Form a group of 4 to 5 students and give them a topic for GD for 10 to 15 minutes. Teacher should analyse GD on certain parameters and students will write an assignment on aspects of GD and prepare a format (suggested or designed by teacher) which gives details of GD carried out.
10. Arrange a guest lecture of H.R. Person from industry/expert in interview technique and conduct mock interview of each student. Student should write a report on this activity.
11. Arrange a visit to industry and gather information about organisation, product, turnover, work culture, vision/mission statement, quality policy, Corporate social responsibility etc and write a report on it.

Note – Subject teacher shall guide the students in completing the assignments based on above practicals.

Learning Resources:

Books:

Sr. No.	Author	Name of Book	Publication
1	Subject Experts - MSBTE	Handbook and assignment book on Development of Life Skills -II	MSBTE
2	Dr. Kumkum Mukherjee	Principles of management and organisational behaviour	Tata McGraw Hill Education Pvt Ltd.
3	Dr.T.Kalyana Chakravarti Dr.T.Latha Chakravarti	Soft Skills for Managers	Biztantra
4	Barun K Mitra	Personality Development and soft skills	Oxford University Press
5	Priyadarshini Patnaik	Group discussion and interview skills	Foundation Books