

VALUE ADDED CERTIFICATE COURSES

Course Contents and Outcomes

VAC001. Life Skill Education

VAC002. Mass Communication Skill and Digital Tools in Education

VAC003. Sustainability Education: Principles and Practices in Environmental Contexts

VAC004. Yogic Practices, Physical fitness and Wellness

VAC005. Pedagogical Ethics and Professional Development

VAC006. Empowering Educators: Strategies for Teacher Leadership

VAC007. Enhancing Language Teaching: Grammar and Communicative Skills

VAC008. Ethical Research Practices in Education

VAC001. Life Skill Education

Course title: Certificate course in Life Skill Education
Learning Outcomes: Course is intended <ul style="list-style-type: none">• Students will be able to develop awareness about concept of life skill education and its dimensions• Students will be able to promote understanding about the approaches of life skill education• Students will be able promote understanding about strategies for effective time management• Students will be able to develop emotional intelligence for better interpersonal relationships
Duration: 30 hours
Teaching Scheme <ul style="list-style-type: none">• Theory: 10hours• Practical: 20 hours• Tutorial
Examination scheme <ul style="list-style-type: none">• Assignments• Mid semester examination• End semester examination• Project
Marks <ul style="list-style-type: none">• Theory: 25

<ul style="list-style-type: none"> • Practicals: 75
<p>Mode of transaction</p> <p>Lecture cum discussion, seminars, group presentations, projects, assignments, ICT tools</p>
<p>Module 1: Introduction to Life Skills – 2 hours</p> <p>1.1 Understanding the concept of life skills 1.2 Identifying different types of life skills 1.3 Importance of life skills in personal and professional development</p>
<p>Module 2: Communication Skills– 2 hours</p> <p>2.1 Basics of effective communication 2.2 Active listening skills 2.3 Verbal and non-verbal communication techniques</p>
<p>Module 3: Problem-Solving and Decision Making– 2 hours</p> <p>3.1 Introduction to problem-solving techniques 3.2 Steps in the decision-making process 3.3 Critical thinking skills development</p>
<p>Module 4: Time Management and Organization– 2 hours</p> <p>4.1 Strategies for effective time management 4.2 Setting goals and prioritize organizational skills for better productivity 4.3 Task planning and scheduling</p>
<p>Module 5: Stress Management and Emotional Intelligence– 2 hours</p> <p>5.1 Understanding stress and its impact 5.2 Techniques for managing stress 5.3 Developing emotional intelligence for better interpersonal relationships</p>

PROJECT WORKS

1. Communication Skills Workshop

Aim: To enhance students' communication skills through interactive activities such as role-plays, group discussions, and presentations.

2. Problem-Solving Case Studies

Aim: To develop students' problem-solving abilities by analyzing real-life scenarios and applying appropriate problem-solving techniques

3. Time Management Plan

Aim: To help students improve their time management skills by creating personalized schedules and action plans to prioritize tasks and meet deadlines effectively.

4. Stress Management Seminar

Aim: To raise awareness about stress management techniques and provide students with practical strategies to cope with stress in their personal and professional lives.

5. Emotional Intelligence Journal

Aim: To promote self-awareness and emotional intelligence development by encouraging students to maintain a journal to reflect on their emotions, reactions, and interpersonal interactions.

REFERENCES

1. Life Skills Education in Schools by Rashmi Jain
2. Teaching Life Skills: A Practical Guide by Wendy Jolliffe and Katey
3. Communication Skills for Dummies by Elizabeth Kuhnke
4. His to Talk to Anyone: 92 Little Tricks for Big Success in Relationships by Leil Lowndes
5. Thinking, Fast and Slow by Daniel Kahneman
6. Getting Things Done: The Art of Stress-Free Productivity by David Allen
7. The Relaxation and Stress Reduction Workbook by Martha Davis, Elizabeth Robbins Eshelman, and Matthew McKay