

COURSE DESCRIPTION CARD

NOTE: If the course includes lectures and classes, the Course Description Card applies to both types of instruction

1. Course title:

Leadership skills training

2. Course code:

Number of ECTS credits: 3

Course completion method Z

Course commenced / Year: 2

3. Major: International Business

4. Department of major coordinator: Department of Consumption Research

5. Name of course instructor:

Classes: Hanna Kelm, Ph.D.;

Examiner: Prof. Agata Austen, Ph.D.

6. Department of the course instructor: Public Management and Social Science

7. Number of contact hours with students:

Type of course	Full time study	Part time study
Lectures	-	-
Classes	28	-
Foreign language classes		
Lab classes		
Seminars		
E-learning		
Other		
Total hours	28	
Examination (hours)		

8. Course timeframe (no. of semesters) 1

Course commencement / year 2

Course commencement / semester 3

9. Level of tertiary education: Master

10. Course status

Elective

11. Course prerequisites

Compulsory: none

Recommended: Business Management

12. Course objectives:

The student knows:

- leadership theories and characteristics of leadership behavior in the organization
- the most important factors influencing the effectiveness of a leader

The student is able to:

- lead a multicultural team
- diagnose factors influencing its effectiveness as a leader

- use methods and techniques to improve their effectiveness as a leader

13. Teaching and learning methods:

A. Direct student-instructor contact:

No.	Teaching methods	Description	Number of hours	
			Full time study	Part time study
1.	Case study analysis	Students over case studies in teams and present results of their work	10	
2	Active classes	Students work over exercises, individually and in teams and are given feedback.	10	
3	Active lecture	Lecture on main theoretical issues and discussion	8	
Total			AS: 28	AN:

B. Self-study:

No.	Learning methods	Description	Number of hours	
			Full time study	Part time study
1.	Lecture notes analysis	Acquiring the knowledge presented in a lecture form	22	
2.	Cause-effect studying with literature search	Students search for knowledge in books and scientific journals.	25	
Total			BS: 47	BN:

Total AS+BS = 75
 Examination (E) =
 Total AS+BS+E= 75

Total AN+BN =
 Examination (E) =.....
 Total AN+BN+E =

14. Key words: leadership, problem solving, stress, team management, change management

15. Course content:

1. Leadership in team management: review of leadership theory
2. Building leadership authority: authority and power, factors that shape them
3. Influencing and manipulating: how to build persuasive messages and influence people without using manipulation, effective communication
4. Group dynamics and team building: stages of group formation, roles in the team, group decision making, how to create an effective team, motivating the team
5. Change management: how to design change, overcoming the pace of change
6. Conflict and its resolution: causes of conflicts, styles of conflict resolution, meaning of emotions in conflict situations
7. Managing your own work: time management techniques, managing your own energy, coping with stress.

16. Course learning outcomes as related to the learning outcomes of the major and methods for assessing student attainment.

Intended learning outcomes of the major/Symbols	Intended learning outcomes of the course	Methods for assessing student learning outcomes	Documentation
<u>Knowledge</u>			
IB2_K06#	Student has advanced knowledge on relationships between a leader and his supporters and on the meaning of the leader for the management of organization	Test, case studies, exercises	Filled in tests, students' work assessment
<u>Skills</u>			
IB2_S10#	Student has the ability of practical usage of diverse communication techniques in relationships with stakeholders in cross-cultural environment	Test, case studies, exercises	Filled in tests, students' work assessment
<u>Social competences</u>			
IB2_C01#	Student knows how to lead cross-cultural work team.	Case studies, exercises	Students' work assessment

17. Method for determining the final course grade:

No.	Methods for awarding credits and course completion requirements	Description	Percentage of the final course grade*
1	Final test	Single choice test with no use of books and handouts	50
2	Case study analysis	Case study reports	30
3	Participation in classes	Class activities assessment	20

* If students are required to obtain both a class grade and an exam grade, the class grade constitutes at least 30% of the final course grade.

18. Reading list

Mandatory readings:

1. Northouse P.G.: Leadership: theory and practice - 3rd ed. . Wyd. Sage, Thousand Oaks, 2004.

Suggested readings:

1. van Knippenberg D., Hogg M.A. (ed.): Leadership and power: identity processes in groups and organizations . Wyd. Sage Publications, London, 2003.
2. Avery D.: Beyond power: Simone Weil and the notion of authority . Wyd. Lexington Books, Lanham, 2008.

19. Language of instruction: English

20. Course instructors' recommendations: