



Name of the Module: **Leadership Development**

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Objectives and Outcomes

This module has been designed to enable learners to embark on paths of personal and professional leadership development. The objective of this module is to make the learners understand why and how leadership skills are so critical for personal and organizational success. This module intends to develop critical appreciation and impart effective leadership skills. After the successful completion of this module the learners will be able to inspire individuals, manage talent, influence, lead teams, resolve conflict, build trust, increase cooperation and enhance productivity.

Course Type: Skill based, value-added and non-credit course

Duration: 3 months / 12 weeks

Fees: ₹ 500/-

Pedagogy

Online (Moodle based, LMS driven, Smart eLearning platform). Learners can access the contents of the subsequent weeks only after successful completion of the contents of the preceding week after 1st week. Limited live virtual classes and local counselling sessions will also be held. Digital certificates are to be provided to the learners after successful completion. No marksheet or grade sheets are to be provided.

Evaluation

- Weekly online quiz test – Successful completion of one week’s quiz will unlock the course content for the next week.
- Term end evaluation – Will be conducted at the last (ideally the 12th week) which might include components like written test, presentations, seminar, case analysis, viva-voce etc.

Successful completion of both the above will lead to certification.

Study Resources

Soft copies of the Self Learning Materials, case studies and audio / video lectures.

Eligibility Criteria: +2 pass (in any discipline)

Course Content: The course is divided into four blocks and each block has two units. The details are furnished below.

Block-1	Leadership and Management	
	Unit-1	Introduction to Leadership (Roles, functions and characteristics of a leader; evolution and growth of leadership; Leadership traits and ethics; Attitude, Behaviour, Personality traits and leadership; Types and Styles of leadership)
	Unit-2	Leadership and Management (Nature, Scope and Significance of Management; Levels of Management; Functions: Planning, Organizing, Staffing, Directing and Controlling; Skills: Conceptual, Human and Technical; Roles: Interpersonal, Informational and Decisional; difference between a leader and a manager)
Block-2	Leadership Theories and Challenges	
	Unit-1	Theories of Leadership (Trait Theory, Behavioural theories, Contingency Theories, Transactional Theories and Transformational Leadership Theory)
	Unit-2	Issues and Challenges for Leaders (Immerging trends in leadership; Servant leadership, Situational leadership; Gender and leadership; Effective Leadership Communication; Emotional intelligence and leadership)
Block-3	Developing Self and Developing Others	
	Unit-1	Self Discovery (Awareness of personal values, beliefs and vision that motivates behaviour; Personal SWOT; Trust: Openness, confidentiality, blind spot and unknown part of personality; Self-disclosure, seeking feedback, self-reflection, introspection and self management)
	Unit-2	Team Dynamics (Foundations of Group behaviour; Group development; Group properties: Roles, norms, status, size, design and cohesiveness, Group decision making; Group culture and dynamics; Managing group conflict, power, politics, change and management of diversity)
Block-4	Leadership in Action	
	Unit-1	Cases / Caselets on Leadership
	Unit-2	Games / Activities / Exercises on Leadership