

Lesson Plan / Teaching Plan / Lecture Plan with Progress : BBA IIFSI

Course Name (Code) : Managerial Skill
Development
(BBA/FSB/305)

Faculty :

Topics / lectures are arranged in sequence - same - as to be taught in the class. Maintai

S. No.	Lecture No	CO (No)	Topic Description	Teaching Pedagogy	Reference Material
1	1	1	Understanding oneself (Own SWOT Analysis)	Through Introduction	
2	2	1	Understanding oneself (Own SWOT Analysis)	Through Introduction	
3	3	1	Understanding oneself (self evaluation, ethics, values)	PPT	
4	4	1	Self- evaluation- Activity	Student's Participation	
5	5	1	Self- evaluation- Activity (Cont.)	Student's Participation	
6	6	1	Personality assessment	PPT	
7	7	1	Personality assessment - Activity	Student's Participation	
8	8	1	Johari window	PPT	
9	9	1	Johari window - Activity	Student's Participation	
10	10	1	Work life balance	PPT	
11	11	1	Work life balance - Activity	Student's Participation	
12	12	1	Stress management (Cont.)	verbal lecture	
13	13	1	Time management	PPT	
14	14	1	Time management - Activity	Student's Participation	
15	15	1	Personality development	PPT	
16	16	1	Mindfulness	PPT	
17	17	1	Mindfulness - Activity	Student's Participation	
18	18	2	Problem-solving	PPT	
19	19	2	Creativity, and innovation	PPT	
20	20	2	Steps in analytical problem-solving	PPT	
21	21	2	Problem-solving- Activity	PPT	
22	22		Sessional Viva 1	Student's Participation	
23	23	2	Building positive interpersonal relationships	PPT	

24	24	2	Building positive interpersonal relationships- Activity	PPT	
25	25	2	Supportive communication	PPT	
26	26	2	Coaching and counselling	interaction session	
27	27	2	Coaching and counselling - Activity	PPT	
28	28	2	Principles of supportive communication.	PPT	
29	29	3	Team building	PPT	
30	30	3	Types of team	PPT	
31	31	3	Team building - Activity	Student's Participation	
32	32	3	Managing conflict and diversity	PPT	
33	33	3	Managing conflict and diversity - Activity	Student's Participation	
34	34	3	Team effectiveness	PPT	
35	35	3	Leading team for high performance	PPT	
36	36	3	Leading positive change.	PPT	
37	37	4	Leadership and its types	PPT	
38	38	4	Characteristics of a leader	PPT	
39	39	4	leadership development	PPT	
40	40	4	Leadership games to understand leadership roles at various levels of the organization.	PPT	
41	41	4	Leadership - Activity	Student's Participation	
42	42		Sessional Viva 2	Student's Participation	
43	43		Presentation by Students	Student's Participation	
44	44		Presentation by Students	Student's Participation	
45	45		Presentation by Students	Student's Participation	
46	46		Presentation by Students	Student's Participation	
47	47		Presentation by Students	Student's Participation	
48	48		Presentation by Students	Student's Participation	
49	49		Presentation by Students	Student's Participation	
50	50		Presentation by Students	Student's Participation	
51	51		Presentation by Students	Student's Participation	

52	52		Presentation by Students	Student's Participation	
53	53		Presentation by Students	Student's Participation	
54	54		Presentation by Students	Student's Participation	
55	55		Presentation by Students	Student's Participation	
56	56		Internal Viva	Student's Participation	
57	57		Internal Viva	Student's Participation	

Course Outcomes (COs)

COx	Statement
1	Identify and foster self-capabilities for corporate rea
2	Learn the techniques of problem-solving and building positive inter
3	Build teams and work in teams effectively.
4	Understand leadership styles and develop leadership
5	

Study Material / Books / Web-resources / Online Courses Links etc.

S. No.	Description
1	Wadkar, Alka. Life Skills for Success. Sage Publicatic
2	Whetten, D.A, Cameron, K.S. Developing Management Skills.
3	. Hughes, R., Ginnett, R. and Curphy, G., Leadership: Enhancing the Lessons of Ex
4	A. Chandramohan, Leadership and management, Himalaya Put
5	Bhargava & Bhargava, Team Building & Leadership, Himalaya Pi
6	Peter G. Northhouse, Introduction to Leadership, Concepts & practice

B 3 - Semester : 2025-26

Dr. Sanjana Kaushik

in data related to "Date" in its hard copy.

Date		Remarks, if any
Planned	Actual Delivery	
21/7/2025		
22/7/2025		
23/7/2025		
24/7/2025		
25/7/2025		
29/7/2025		
30/7/2025		
31/7/2025		
1/8/2025		
3/8/2025		
4/8/2025		
7/8/2025		
11/8/2025		
13/8/2025		
13/8/2025		
14/8/2025		
19/8/2025		
20/8/2025		
21/8/2025		
22/8/2025		
26/8/2025		
26/8/2025		
26/8/2025		

27/8/2025		
26/8/2025		
26/8/2025		
26/8/2025		
30/8/2025		
3/8/2025		
16/9/2025		
17/9/2025		
18/9/2025		
19/9/2025		
23/9/2025		
24/9/2025		
25/9/2025		
26/9/2025		
30/9/2025		
1/10/2025		
3/10/2025		
4/10/2025		
7/10/2025		
11/10/2025		
13/10/2025		
24/10/2025		
25/10/2025		
28/10/2025		
29/10/2025		
30/10/2025		
31/10/2025		
45758		

45819		
45849		
45972		
46002		
13/11/2025		
14/11/2025		
business.		
personal relationships.		
qualities		
ons.		
Prentice Hall		
perience, McGraw Hill Education,		
olishing House		
ublishing House		
es, Sage Publication		