Module no. 311
Title Personal Mastery
Applicability  
Module Type Elective  
Language English
Teaching Method Interactive facilitation; group/individual work; self-study  
Frequency Block  
Semester 4  
SWS 4  
ECTS Credits 5  
Workload 50/40/40/20
Corresponding Courses
Prerequisite Knowledge  
Assessment Seminar paper presentation  
Permitted Aids
Responsible Person Prof. Dr. Schweitzer  
Teaching Staff Dr. Kavita Beemsen

**Course Description:**

In order to develop responsiveness and resilience to the ever changing and complex conditions of personal and professional life in the 21st century, lifelong learning is essential. Personal mastery underpins the capability to be a lifelong learner and is recognised as an essential cornerstone of a learning organisation. Whilst a learning organisation associates learning at a number of different levels (individual, group and organisational level) this course on personal mastery focuses on the first of these levels. The link of personal mastery to effective leadership is based on the premise that personal mastery is an extension of who we are and where effective organisational leadership is a position that requires self-knowledge, an understanding of others and excellent social and communication skills.

**Learning Objectives/Outcomes:**

This module is intended to “Add tools to the toolbox of your life” (anonymous).

At the end of the block learners will:

- Demonstrate an understanding of the process of communication
- Demonstrate a deepened personal understanding/understanding of self.
- Develop self-mastery/management.
- Demonstrate an understanding of professional approaches to be adopted in the business environment.
Example Content/Topics to be explored in the course:

- The communication model; Barriers to communication; Appropriate language; Communication types; The different channels and media of communication
- Lifelong learning; Self-disclosure; Locus of control; Motivation; Emotional maturity; Intelligence; Perception; Values and feelings; Attitudes
- Resistance to change; Goal setting; Confidence; Problem-solving; Assertiveness; Dealing with conflict; Time Management; Stress management; Achieving personal success
- Values ethics and value conflict; professional communication; principles of professionalism; Professional accountability

Teaching and Learning Methods:

- Interactive facilitator led classroom discussion
- Syndicate and/or individual activities

Expected Assessment:

- The course is highly interactive and active participation in the exercises is expected.
- It is writing intensive from a reflective sense.
- In-class presentation.

Literature:

- To be announced during the event.