

CC-PERSONALITY DEVELOPMENT & LIFE SKILLS

(S.Y.B.Com. Sem-3: 2025-26)

RESOURCE PERSON	
	<p>Dr. Kalpesh D. Kansara</p> <p>MA, MPhil, PhD, NET</p> <p>Experience: 19 years</p>
Course Objective:	<ul style="list-style-type: none"> - To develop the personality and teach life skills - To help an individual to inculcate positive qualities like punctuality, flexible attitude, willingness to learn, patience, friendly nature, empathy, etc.
Expected Outcome:	Students will be able to know the importance & need of personality development and inculcate necessary life skills.
Evaluation Method:	<i>Multiple Choice Questions (MCQ)/Assignments.</i>
COURSE CONTENT	
Unit-1:	Essentials of Personality Development Introduction Types of Personality Personality Traits Values and Ideals
Unit-2:	Communication Skills Listening Speaking Writing Responding
Unit-3:	Body Language Facial Expressions Body Posture Voice and Distance Being Presentable
Unit-4:	Life Skills Concept Identifying problems & resolving them Positive Attitude, habits & behaviour

	Professional Skills
Reference Books:	<p>1) Hurlock, E. (1974). Personality Development. New York: McGraw Hill Inc.</p> <p>2) Swami Vivekanand (2009). Personality Development. Advaita Ashrama, Kolkata.</p> <p>3) Life Skills (2018). Julia Laflin. Summersdale Publishers Ltd.</p> <p>4) Life Skills. www.macmillanenglish.com/life-skills</p> <p>5) Life Skills (Jeevan Kaushal) (2019). UGC.</p> <p>6) The Illustrated Light on Yoga. B.K.S. Iyengar. Harper Collins Publishers India.</p> <p>7) The Fundamentals of Meditation. Ting Chen. Buddha Dharma Education Association Inc.</p> <p>8) Good Nutrition. M.S. Swaminathan. M.S. Swaminathan Research Foundation.</p>