Soft Skills and Leadership

**Course title**
*Titel*
Soft Skills and Leadership

**Course status**
*Fachstatus*
Mandatory within specialisation International Business (English Track)

**Frequency/Duration**
*Häufigkeit / Dauer*
Starts in Summer term, 2 semesters

**Target Group**
*Zielgruppe*
4th and 5th semester students of degree program Betriebswirtschaftslehre with specialisation in International Business (English Track)

**Course description**
*Kurzbeschreibung*
Teams of about 15 members work together for two semesters, so that a confident atmosphere develops and behaviour patterns can be trained. The students learn basics about behaviour in organizations and get a preparation for starting in responsible positions. To give and to get feedback is an important method to compare perception and interpretation.

**Prerequisites (recomm.)**
*Vorkenntnisse (empf.)*
None

**Required materials**
*Arbeitsmittel*
Script
Role play descriptions

Greenberg, J.; Baron,R.: Behavior in Organizations, Pearson 2010

Schulz von Thun, F.: Miteinander reden I – IV, Rowohlt 2014

**Course outcomes**
*Lehrresultate*
Knowledge of behavioural needs in organizations
Knowledge of leadership tools
Developed self reflection and key competencies
Giving and taking feedback as a supporting leadership method
Knowledge and practice of tools for perceiving, describing and interpreting human behaviour

**Course topics**
*Inhaltsangaben*
The training ties up to personal experiences and targets of the participants.
- Communication
- Personality types – self perception
- Techniques of presentation
- Teamwork and leadership
- Leading appraisal interviews
- Conflict management
- Successful negotiations
- Moderation of groups

**Course methods**
*Lehrmethoden*
Presentations, role-plays, teamwork, assessment, discussions
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<thead>
<tr>
<th><strong>Course and examination language</strong></th>
<th>English</th>
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<tbody>
<tr>
<td><strong>Special features</strong></td>
<td>Small size groups</td>
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<tr>
<td><strong>Related courses</strong></td>
<td>none</td>
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<td><strong>Applicability</strong></td>
<td>Creditable in the program Wirtschaftsingenieurwesen upon request</td>
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<td><strong>Course structure</strong></td>
<td>0 – 8 - 10 (Lecture hours – Practise – Credit points)</td>
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<td><strong>Workload</strong></td>
<td>0 – 120 – 180 (Lecture hours – Practise – Self study)</td>
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<td><strong>Assessment / Duration</strong></td>
<td>Portfolio map of achieved personal development and key competencies at the end of the second semester</td>
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<td><strong>Lecturers</strong></td>
<td>Prof. Dr. Ladwig, Prof. Dr. Reski</td>
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<td><strong>Coordinator</strong></td>
<td>Prof. Dr. phil. Reski</td>
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<td><strong>Last review</strong></td>
<td>January 2017</td>
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