

SSW 5302: LIFE SKILLS EDUCATION

- Course Objectives:**
- Understanding the basic concepts of life skills and its application
 - To learn the strategies for enhancing personality and competency
 - To learn the practice of life Skills for self enhancement and well-being
 - Application of Life Skills in various spheres

Course Outline

UNIT 1 Introduction to Life Skills

Skills, Livelihood Skills, Survival Skills and Life Skills; Definition and importance of Life Skills; Life Skills: Generic, Problem Specific and Area Specific Skills; Life Skills Approach in Education and Training

Evolution of the Concept of Life Skills: Report of the Education Commissions of UNESCO: Faure Report and Delors' Report; UN Inter-Agency Report; Hamburg Declaration; Dakar Framework: Quality Education and Life Skills; Development of Life Skills in a person: process

UNIT 2 Core Life Skills: Social & Negotiation Skills

Self-Awareness: Understanding Self, Self-Concept, Body Image, Self Esteem; Techniques for Self-Exploration: Jo-Hari Window, SWOT Analysis, Self-talk, self-motivation

Empathy: Sympathy, Perception, Empathy & Altruism, practicing empathy;

Effective Communication: Types and elements of communication, Assertiveness, Effective Listening, Negotiation Techniques & Process, Barriers of Communication, Presentation Skills, Questioning skills.

Interpersonal Relationship: Definition, Building, Sustaining and Ending Relationships, Factors Affecting Relationships.

UNIT 3 Core Life Skills: Thinking and Coping Skills

Critical Thinking: Analytical Thinking, Strategies to enhance Critical Thinking

Creative Thinking: Out-of-the box thinking, Stages of Creative Thinking, Factors hindering creative thinking, Characteristics of Creative thinkers

Problem Solving: Definition, Steps in Problem Solving

Decision Making: Definition, Informed Decision Making, Consequences of Decision Making, Ripple Effects of Decision Making, Models of Decision Making: 3C and P.O.W.E.R MODEL

Coping with Emotions: Basic Emotions, Expressing Emotions: Positive and Negative Emotions, ABC Model of Emotions

Coping with Stress: Definition, Types, Sources of Stress, GAS Model of Stress, Strategies to Manage Stress

Life skills work in combination- thinking skills, social skills, and coping skills

UNIT 4 Life Skills for Personality Development

Life Skills for Personal Effectiveness- Values: Punctuality, Honesty, Loyalty, Dependability, Reliability; Building Self-confidence and Self-Motivation; Goal Setting: Types, Steps, Personal vision and goal; Time Management; Effective Learning: Study Skills and Memory Techniques; Manners and etiquettes

UNIT 5 Practicum- Skill Lab

Topics prescribed for workshop/Skill lab- Group discussion, Team building and team work, Facing Interviews, Creativity, Leadership, Self-Expression, Self-branding, Exercising Thinking Skills through case study analysis/discussions/ debates, Exercising Life Skills in day to day life - Internalizing and experience sharing

- Course Outcome**
- The learners will adopt the necessary Life Skills in their day to day life.
 - The learners will be able to impart life skills education to the various sections of the society.
 - The learner will be able to practice learned life skills in to different section of society.
 - Learners will learn coping skills into practice

References

1. Black, B., & Thompson, A. (2011). *A to Z of critical thinking*. London: Continuum.
2. Calloway-Thomas, C. (2010). *Empathy in the global world: An intercultural perspective*. Los Angeles: Sage.
3. CYP (2003), *Adolescence and Life Skills*, Commonwealth Youth Programme Asia Centre, Tata Mc Graw- Hill
4. Delors, Jacques (1997), *Learning: The Treasure Within*, UNESCO, Paris.
5. DiYanni, R. (2016). *Critical and creative thinking: A brief guide for teachers*. Chichester, West Sussex: John Wiley & Sons.
6. Domjan, M., & Grau, J. W. (2010). *The principles of learning and behavior*. Belmont: Wadsworth.
7. Dörnyei, Z., & Ushioda, E. (2011). *Teaching and researching motivation*. New York, NY: Routledge.
8. Duffy Grover Karen, Atwater Eastwood, (2008), (8th Edn.), *Psychology for Living- Adjustment, Growth and Behaviour Today*, Pearson Education Inc, New Delhi.
9. Family Health International, NACO, USAID (2007), *Life Skills Education tool kit for Orphans and vulnerable children in India*
10. Giles, H., Reid, S., & Harwood, J. (2010). *The dynamics of intergroup communication*. New York: Peter Lang.
11. Hilgard, E, Atkinson R C & Atkinson R L (1976), *Introduction to Psychology (6th Ed)*, IBH Publishing Co. Pvt Ltd. New Delhi.
12. http://hhd.org/sites/hhd.org/files/paho_lifeskills.pdf
13. http://www.who.int/school_youth_health/media/en/sch_skills4health_03.pdf
14. India Portal - www.indiaportal.gov.in
15. Jarvis, P. (2010). *Adult education and lifelong learning: Theory and practice*. London: Routledge.

16. Journal of Psycho Social Research- MD Publications Pvt. Ltd. New Delhi
17. Kumar .J. Keval, (2008), *Mass Communication in India*, Jaico Publication India Pvt. Ltd
18. Lieberman, D. A. (2012). *Human learning and memory*. Cambridge: Cambridge University Press.
19. Mangal S.K. (2008), *An Introduction to Psychology*, Sterling Publishers Pvt. Ltd., New Delhi.
20. Mathur, D. (2011). *Mastering interviews and group discussions*. CBS PUBL & DIST PVT LTD I.
21. McKeown, L. (2012). *The synergist: How to lead your team to predictable success*. New York: Palgrave Macmillan.
22. Morgan and King (1993) *Introduction to Psychology*, Tata McGraw-Hill Publishing Company Ltd, New Delhi.
23. Nair. A. Radhakrishnan (ed) (2010), *Life Skills Training for Positive Behaviour*, Rajiv Gandhi National Institute of Youth Development, Tamil Nadu.
24. Nair. A. Radhakrishnan (ed) (2012), *Life Skills: Evidences from the field*, Rajiv Gandhi National Institute of Youth Development, Tamil Nadu.
25. Rao P.L. (2008) *Enriching Human Capital through Training and Development*, Excel Books, Delhi.
26. RGNIYD. (2008). *Facilitators Manual on Enhancing Life Skills. Tamil Nadu*
27. Singh Madhu (2003), *Understanding Life Skills*, Background paper prepared for *Education for All: The Leap to Equality*
28. Stella Cottrell (2008), *The Study Skills Handbook*, Palgrave Macmillan Ltd. (3rd Ed), New York
29. UNESCO – <http://www.unesco.org/>
30. UNESCO (1997), *Adult Education: The Hamburg Declaration*, UNESCO, Paris.
31. UNESCO (2005), *Quality Education and Life Skills: Dakar Goals*, UNESCO, Paris.
32. UNESCO (April 2000), *Dakar Framework for Action, Education for All: Meeting our Collective Commitments*, Dakar, Senegal.
33. UNESCO and Indian National Commission for Co-operation with UNESCO (2001): *Life Skills in Non-Formal Education: A Review*
34. UNFPA - <http://www.unfpa.org/>
35. UNICEF - <http://www.unicef.org/>
36. United Nations - <http://www.un.org/>
37. Wallace R. Masters (2001) *Personal Development for Life and Work*: UK, South Western.
38. WHO - <http://www.who.int/en/>
39. WHO (1999): *Partners in Life Skills Education: Conclusions from a United Nations Inter-Agency Meeting*, WHO, Geneva.
40. YUVA School Life Skills Programme: Handbook for Teachers, Vol. I – IV, (2008), Department of Education and State Council of Educational Research and Training, Delhi.