



Estd. 1972

**Sunbeam**  
**Women's College Varuna**  
Towards Women Empowerment ...  
**Post Graduate College**  
(Affiliated to Mahatma Gandhi Kashi Vidyapith, Varanasi)  
(Accredited by NAAC)

# **SYLLABUS**

**2025-26**

**BA V & VI Semester**

# **Psychology**

**Name of Student:.....**

**Class:..... Section: .....**

**Add: 904/1 Central Jail Road, Sikraul, Varanasi-221002**

# **Sunbeam Women's College Varuna**

**Affiliated to M.G.K. Vidyapith**

## **VISION**

Sunbeam College envisions to develop culturally rooted, globally oriented, self-reliant women committed to achieve excellence through duty, devotion & discipline.

## **MISSION**

- To reinforce duty, devotion towards the society and the Nation, thereafter keeping with the essence of discipline in one's life.
- To make students sensitive about social concerns, human rights and thus help them being an eco-conscious individual.
- To educate the women of tomorrow, through teaching- learning exchange programmes, researches and extension activities.
- To pursue student-centric learning for self-development & skill development.
- To equip and empower students with relevant knowledge, competence, value and creativity to face global challenges.
- To facilitate young women to come up with leadership, self-pride and identity in order to become the change makers of the society.
- To inculcate skills and practices that help students become culturally rooted, globally oriented and self-reliant.

# Faculty of Arts

## Vision

The Faculty of Arts envisions achieving overall excellence in education by continuously upgrading the teaching-learning methodology. While incorporating latest scientific aptitude, it aims to foster the development of students as knowledgeable citizens and leaders.

## Mission

**FM1** - To provide progressive environment for faculties and students.

**FM2** - To design and implement curriculum that will empower the students with knowledge, professional and life skills.

**FM3**- To collaborate with academia to meet the changing needs of society.

**FM4** - To foster innovation and cultivate the spirit of scientific aptitude amongst students.

**FM5** - To value teaching that will lead our students to participate in society as informed, responsible citizens.

**FM6** - To help students see themselves as professionals, as part of a discipline with skills and abilities valuable in the business, teaching, publishing, or post-graduate work.

**\*FM:** Faculty's Mission

# **BACHELOR OF ARTS**

## **Program Outcomes (POs)**

The Programme outcome of BA is designed to attain the following outcomes:

- PO1:** Students will develop intellectual flexibility, creativity and cultural literacy which can be engaged in life- long learning.
- PO2:** Students will be able to facilitate effective written and oral communication skills essential for team coherence, group dynamics, and public relation.
- PO3:** Students will be able to inculcate the significance of their cultural and traditional roots.
- PO4:** Students will be able to search jobs in competitive exams/Public services in the fields of teaching, travel, hospitality, media, telecommunications and other related areas.
- PO5:** Students will be able to assess opportunities in higher education in all the related fields of their subjects.
- PO6:** Students will be able to adapt critical thinking skills and comprehend life skills through the study of literature and develop their own creativity by enhancing their writing skills.

## **PROGRAM SPECIFIC OUTCOMES (PSOs):**

- PSO1:** Students will be integrating communication skill required for professional industries.
- PSO2:** Students will have presentations, soft skills and personality grooming classes for their holistic development.
- PSO3:** Students will be able to evaluate issues and public policy by using data analysis methods and its limitations.
- PSO4:** Students will be able to formulate informed opinions on policy issues and recognize the validity of opposing viewpoints.

## Academic Calendar for the Session 2025- 26

### Date sheet for Internal Assessment (Mid Term Examination)

#### Bachelor of Arts (BA – SEM V & VI)

#### Odd Semester

Date	Shift 1	Shift 2
17/11/2025	Co-Curricular	Hindi / History/Sociology (Paper 1)
18/11/2025	Hindi / History/Sociology (Paper 2)	English/ Eco/Pol. Sci. /Psycho. (Paper 1)
19/11/2025	English/ Eco/Pol. Sci. /Psycho. (Paper 1)	Pol/Psycho Practical
20/11/2025	Survey/Project/Practical	---

#### Even Semester

Date	Shift 1	Shift 2
23/03/2026	Co-Curricular	Hindi / History/Sociology (Paper 1)
24/03/2026	Hindi / History/Sociology (Paper 2)	English/ Eco/Pol. Sci. /Psycho. (Paper 1)
25/03/2026	English/ Eco/Pol. Sci. /Psycho. (Paper 1)	Pol/Psycho Practical
26/03/2026	Survey/Project/Practical	---

#### Important Dates: Odd Semester

- 17.11.25: Mid Term Examination begins.
- 29.11.25: Parents- Professor Meet (PPM) & Report Card Distribution.

#### Important Dates: Even Semester

- 23.03.26: Mid Term Examination begins.
- 04.04.26- Parents- Professor Meet (PPM) & Report Card Distribution.

**“All the Best”**

**BA V SEM**

**Sunbeam Women's College Varuna**

**Subject: Psychology**

**Course Title: Life Span Human Development**

**Course Code: A090501T**

**Paper 1: Theory**

**Credits: 4**

**Course Outcome:** At the end of the course, the student will be able to develop an ability to identify the milestones in diverse domains of human developments across the child, adolescent and adulthood stages, understand the contributions of socio-cultural context toward shaping human development and acquire an ability to decipher key developmental challenges and issues.

<b>Month</b>	<b>W. Days</b>	<b>Topics to be covered</b>
<b>July'25</b>	<b>22</b>	<b>Unit-I:</b> Human Development: Introduction; Principles of Development; Methods of Studying Human Development: “longitudinal and cross-sectional”  <b>Unit-II:</b> Prenatal Development: Stages; Neonatal Development: Motor Capacity.

**Activity:** Oral presentation on the topic “Human Development”.

**Objective:** To develop presentation skill of the student.

**Methodology:** Presentation method

Month	W. Days	Topics to be covered
August'25	24	<p><b>Unit-III:</b> Infancy: Physical, and Language Development.</p> <p><b>Unit-IV:</b> Childhood Development: Cognitive and Emotional Development.</p>

**Activity:** PPT presentation on different stages of Human Development.

**Objective:** To enhance presentation skill of the students.

**Methodology:** Power point presentation method.

Month	W. Days	Topics to be covered
September'25	22	<p><b>Unit-V:</b> Adolescence: Physical Changes (Puberty and Growth spurts); Development of Identity, Social, and Moral Development.</p> <p><b>Unit-VI:</b> Early Adulthood: Sex - Role Adjustment, Career Development.</p>
October'25	18	<b>Unit-VII:</b> Middle Adulthood: Adapting to Physical Changes in Midlife, Relationship at Midlife.
November'25	24	<b>Unit-VIII:</b> Late Adulthood: Life Expectancy, Physical Changes, Change in Self Concept and Personality, Psychological Well-Being, Retirement and Leisure
December'25		<b>Revision &amp; University Examination</b>

### **Suggested Readings:**

1. Berk, L. E. *Child Development* (9th ed.). New Delhi: Prentice Hall.
2. Berk, L.E. *Development through the Life span* (7th ed.). Allyn & Bacon: Pearson.
3. Feldman, R.S. & Babu. N. *Discovering the Lifespan*. New Delhi: Pearson.
4. Misra, G. *Handbook of Psychology in India* (Section IV), New Delhi:Oxford University Press.
5. Santrock, J. W. *Child Development* (13th ed.). New Delhi: McGraw-Hill.
6. Santrock, J.W. *Life Span Development* (13th ed.). New Delhi: McGraw-Hill.
7. Srivastava, A.K. *Child Development: An Indian Perspective*. New Delhi: NCERT.

**8.** Suggestive digital platforms web links-  
<http://heecontent.upsdc.gov.in/Home.aspx>  
<http://www.apa.org>

**Subject: Psychology**  
**Semester: V**  
**Course Title: Positive Psychology**  
**Course Code: A090502T**  
**Paper 2: Theory**

**Credits: 4**

**Course Outcome:** By the end of the course, the students will be able to understand the basic principles of positive psychology, the major areas within positive psychology that have received a considerable amount of attention, the use of positive psychology tools and techniques in own and in other's life. It will also ease the understanding of positive aspects of human behavior through the wisdom embedded in Indian scriptures like Vedas, Upnishad, Shrimad Bhagwad Gita, Buddhist literature and folk tales.

<b>Month</b>	<b>W. Days</b>	<b>Topics to be covered</b>
<b>July'25</b>	<b>22</b>	<b>Unit-I:</b> Positive Psychology: Assumptions and Goals; Eastern and Western Perspectives on Positive Psychology  <b>Unit-II:</b> Positive Emotional State: The Broaden and Build Theory of Positive Emotions; Concept of Mindfulness in Buddhism.

**Activity:** PPT presentation on "Different perspective of positive psychology".

**Objective:** To enhance presentation skill of the students.

**Methodology:** PPT presentation

Month	W. Days	Topics to be covered
August'25	24	<p><b>Unit-III:</b> Positive Cognitive States: Hope, Optimism, Self-efficacy, Resilience: concept.</p> <p><b>Unit-IV:</b> Gratitude, Forgiveness, Empathy and Compassion: Concept. Cultivation exercises in Positive Psychology (Basic concept)</p>

**Activity:** Written assignment on the topic “ Self awareness and techniques of enhancing self-awareness”.

**Objective:** To increase writing skill & deeper understanding of the given topic among the students.

**Methodology:** written assignment.

Month	W. Days	Topics to be covered
September'25	22	<p><b>Unit V:</b> Self-Awareness: Techniques to enhance self-awareness (Basic concept)</p> <p><b>Unit-VI:</b> Social Competence: The Social Support; Love and Belongingness: (Basic concept)</p>
October'25	18	<b>Unit-VII:</b> Happiness: Eudemonics and Hedonistic View; (Basic concept)
November'25	24	<b>Unit-VIII:</b> Psychological Wellbeing: Concept, and Components: (Basic concept)
December'25		<b>Revision &amp; University Examination</b>

### **Suggested Readings:**

- 1- Baumgardner, S.R. & Crothers, M.K. *Positive Psychology*. Pearson.
  - 2- Carr, A. *Positive Psychology: The Science of Happiness and Human Strength* U.K.: Routledge.
  - 3- Gilman, R., Hubner, E. & Furlong, M.J. ( Eds.). *Handbook of Positive Psychology in Schools*. New York: Routledge.
  - 4- Lyubomirsky, Sonja. *The How of Happiness: A Scientific Approach to Getting the Life You Want*. The Penguin Press.
  - 5- Noddings, N. *Happiness in Education*, New York, Cambridge Press.
  - 6- Peterson, C. *A Primer in Positive Psychology*. New York: OxfordUniversity Press.
  - 7- Seligman, M. E. P. *Authentic Happiness*. New York: Free Press.
  - 8- Synder, C.R. & Lopaz, S.J. *Positive Psychology: The Scientific andpractical exploration of Human Strengths*. Thousand Oaks, CA: Sage.
  - 9- Synder, C. R. & Shane, J.L. *Handbook of Positive Psychology*. Oxford University Press.
- Suggestive digital platforms web links- <http://heecontent.upsdc.gov.in/Home.aspx>  
<http://www.apa.org>

**Subject: Psychology**  
**Semester: V**  
**Course Title: Lab Work/Survey/  
 Field Visit**  
**Course Code: A090503P**  
**Paper 3: Practical**

**Credits: 2**

Month	W. Days	Topics to be covered
<b>July &amp; August'25</b>	<b>22 + 24</b>	<b>Unit-I:</b> Write a Reflection. For Example- a Gratitude or Forgiveness reflection or any other of your choice by recording your entries at least 2-3 times a week and report your Reflection like any thoughts and feelings that may arise as you become aware of that. What benefits could you gain from developing this habit of mind, short and long term? Be aware of any shifts from stress/anxiety to enhanced well-being and

Month	W. Days	Topics to be covered
<b>September'25</b>	<b>22</b>	<b>Unit-II:</b> Conduct a survey research. For Example; meaning of life/happiness index/positive and Negative Affect/life satisfaction/optimism/well being etc. (10- 12 students group can be formed)

Month	W. Days	Topics to be covered
<b>October &amp; November'25</b>	<b>18 +24</b>	<b>Unit-III:</b> Conduct a field study on anyone topic of human development. Analyze the data and report (10-12 student groups can be formed)
<b>December'25</b>		<b>Revision &amp; University Examination</b>

**Suggested Readings:**

1. Suggestive digital platforms web links- <http://heecontent.upsdc.gov.in/Home.aspx>  
<http://www.apa.org>

**Subject: Psychology**  
**Semester: V**  
**Course Title: Problem Identification & Research Proposal Writing**  
**Course Code: A090504R**  
**Paper 4: Research Project**

**Credits: 3**

Month	W. Days	Topics to be covered
July & August'25	22 + 24	<b>Unit-I:</b> Visit to any community of the surrounding and identification of problems, issues, good practices, skills, community services etc. For example- Health Services, Women Self Help Groups, NGOs, Banks, Organizations, Industries, Villages, Panchayat etc. (10-12 students group can be formed)

Month	W. Days	Topics to be covered
September'25	22	<b>Unit-II:</b> Based on the field visit observations and experiences, each student will write a research proposal in this semester. The research proposal is an important process in providing a clear statement of the problem, a review of literature, how the literature relates to the proposed study, formal research questions and hypotheses, a full methods section, and the data analysis you intend to conduct.
October & November'25	18 +24	The student will work in groups in completing the project, but will write the proposal and final paper individually. Each student will be evaluated on diligence in writing the research proposal as per APA guidelines.
December'25		<b>Revision &amp; University Examination</b>

**Suggested Readings:**

2. Suggestive digital platforms web links- <http://heecontent.upsdc.gov.in/Home.aspx>  
<http://www.apa.org>

**Co- Curricular**  
**Course Code: Z050501**

**Course Title:** Analytic Ability and Digital Awareness

**Course outcomes:**

CO 1: Familiarize with analogy, number system, set theory and its applications, number system and puzzles.

CO 2: To understand the basics of Syllogism, figure problems, critical and analytical reasoning.

CO 3: Familiarize with word processing application and worksheet.

CO 4: To understand the basics of web surfing and cyber security.

Month	W. Days	Topics to be covered
July'25	22	<p><b>Unit I</b> Alphabet test, Analogy, Arithmetic Reasoning, Blood relations, Coding and Decoding, Inequalities, Logical Venn diagram, Seating Arrangements, Puzzles and Missing numbers</p> <p><b>Unit II</b> Syllogism, Pattern completion and figure series, Embedded Figure and counting of figures, Cube &amp; Dice, Paper cutting and folding, Data sufficiency, Course of Action, Critical Reasoning, Analytical and decision making</p>
August' 25	24	<p><b>Unit III Computer Basics:</b> Block diagram of Digital Computer, Classification of Computers, Memory System, Primary storage, Auxiliary memory, Cache memory, Computer Software (System/Application Software),</p> <p><b>MS Word Basics:</b> The word screen, Getting to word documents, typing and Revising text, Finding and Replacing, Editing and Proofing tools, Formatting text characters, Formatting Paragraph, Document templates., Page set up, tables, Mail Merge, Macros, protecting documents, printing a document.</p>
September' 25	22	<p><b>MS-Excel</b> Introduction, Worksheet basics, Creating worksheet, Heading information, Data &amp; Text, Date &amp; Time, Alphanumeric values, Saving &amp; quitting worksheet, Opening and moving around in an existing worksheet, Toolbars and Menus, Excel shortcut and function keys, Working with single and multiple workbook, Working with formulae &amp; cell referencing, Auto sum, coping formulae, Absolute &amp; relative addressing, Worksheet with ranges, Formatting of worksheet, Previewing &amp; Printing worksheet, Graphs and charts, Database, Creating and using macros, Multiple worksheets- concepts <b>Introduction of Open Source Applications:</b> LibreOffice, OpenOffice and Google Docs etc</p>

<b>October' 25</b>	18	<b>Unit IV</b> <b>Web Surfing:</b> An Overview: working of Internet, Browsing the Internet, E-Mail, Components of E-Mail, Address Book, Troubleshooting in E-Mail, Browsers: Netscape Navigator, Microsoft Internet Explorer, Google Chrome, Mozilla Firefox, Tor, Search Engines lik Google, DuckDuckGo etc, Visiting web sites: Downloading.
<b>November' 25</b>	24	<b>Cyber Security:</b> Introduction to Information System, Type of information system, CIA model of Information Characteristics, Introduction to Information Security, Need of Information Security, Cyber Security, phishing, spamming, fake news, general issues related to cyber security, Business need, Ethical and Professional issues of security.
<b>December'25</b>		<b>Revision &amp; University Examination</b>
<p><b>Activity:</b> Implementation of ANOVA Analysis, Z-Test &amp; T-Test of data through Data Analysis Module in Advance Excel</p> <p><b>Objective:</b> Student will learn Real-time implementation of data manipulation &amp; calculations</p> <p><b>Methodology:</b> Presentation</p>		

**Suggested readings:**

1. Sharma, A., "How to prepare for Data Interpretation and Logical Reasoning for the CAT" McGraw Hill Education Pvt. Ltd., New Delhi, India, Ed. 5, ISBN 978 2007 070 481
2. Aggarwal, R.S., "A Modern Approach to Verbal and Non-verbal Reasoning" S. Chand Publishers New Delhi, India, ISBN 10: 8121905516
3. Madan , Sushila, Introduction to Essential tools, Jain Book Agency, New Delhi/India, 5th ed..
4. Goel, Anita, Computer Fundamentals, Pearson Education, India  
Michael E. Whitman and Herbert J. Mattord, "Principles of Information Security," Sixth Edition, Cengage Learning

# **VI Semester**

**Subject: Psychology**  
**Semester: VI**  
**Course Title: Community and Health Psychology**  
**Course Code: A090601T**  
**Paper 1: Theory**

**Credits: 4**

**Course Outcome:** At the end of the course the student will be able to recognize that individuals relate to their communities and the reciprocal effect of communities on individuals and will be able to understand and resolve community issues, analyze the data, and recommend interventions that promote community wellness. Moreover, they will be able to use the psychological theories on health-related practices and will be able to examine persons' health history and describe and enact a positive, proactive attitude toward healthy living for oneself and others.

Month	W. Days	Topics to be covered
January'26	19	<p><b>Unit-I:</b> Community Psychology: Nature, Fields of Community Psychology</p> <p><b>Unit-II:</b> Mental Health approach of Community Psychology</p> <p><b>Unit-III:</b> Community Intervention Issues: Poverty; Marginalization; Superstitions in Indian society.</p>

**Activity:** Discussion among the students on the topic “How community psychology & health psychology are interconnected with each other?”

**Objective:** To increase better understanding of the given topic.

**Methodology:** Discussion method.

Month	W. Days	Topics to be covered
February'26	23	<p><b>Unit-IV:</b> Community Interventions: Community Mental Health; Gender, Discrimination related interventions.</p> <p><b>Unit-V:</b> Health Psychology: Nature, and Goals of Health Psychology.</p> <p><b>Unit-VI:</b> Health Behavior: Health Compromising and Health Enhancing Behaviors; Theory of Health Behavior: Health Belief Model, Biopsychosocial Model of Health.</p>

Month	W. Days	Topics to be covered
March'26	20	<p><b>Unit-VII:</b> Stress and Health: Nature and Types of Stress, Stress appraisal; Coping with Stress.</p> <p><b>Unit-VIII:</b> Chronic Illnesses: Coronary Heart Disease (CHD) and Diabetes: Major Symptoms, and Psychological correlates.</p>

**Activity:** *Written assignment on the topic "Health Psychology and its goals".*

**Objective:** To increase knowledge and writing skill of the students.

**Methodology:** assignment

Month	W. Days	Topics to be covered
April'26	24	Revision & University Examination

### **Suggested Readings:**

1. Dalal, A.K. Cultural Psychology of Health in India: Well-being, Medicine and Traditional Health Care. New Delhi: Sage Publications India Pvt. Ltd.
2. Dalal, A.K. Health Beliefs and Coping with Chronic Diseases. New Delhi: Sage Publications India Pvt. Ltd.
3. Ghosh, Manika. *Health Psychology: Concepts in Health and Well-being*. New Delhi: Pearson.
4. Kloos, B., Hill, J., Thomas, E., Wandersman, Elias, M. J., & Dalton, J.H. *Community Psychology: Linking Individuals and Communities*. Wadsworth, Cengage Learning.
5. Marks, D. F. Murray, M. Evans, B. & Willing, C. *Health Psychology: Theoretical, Research and Application*. New Delhi: Concept.
6. Misra, G. Psychological perspectives on stress and health, New Delhi: Concept Publishing Company.
7. Schneider, F.W., Gruman, A., Coult, L .M. (Eds.). *Applied Social Psychology: Understanding and addressing Social and Practical Problems*. New Delhi: Sage publication.
8. Sarafino, E.P. & Smith, T.W. *Health Psychology: Biopsychosocial Interaction*. (7th ed.). U.K.: John Wiley & Sons.
9. Taylor, S.E. *Health Psychology*. New Delhi: McGraw-Hill Education Pvt.Ltd.
10. Suggestive digital platforms web links-  
<http://heecontent.upsdc.gov.in/Home.aspx> <http://www.apa.org>

**Subject: Psychology**  
**Semester: VI**  
**Course Title: Counseling Psychology**  
**Course Code: A090602T**  
**Paper 2: Theory**

**Credits: 4**

**Course Outcome:** At the end of the paper, students will be able to understand how to establish rapport and use various approaches in counseling.

Month	W. Days	Topics to be covered
January'26	19	<p><b>Unit-I:</b> Counseling: Meaning, Goals; Types of Counseling: An Overview. Indian Contribution to Counseling.</p> <p><b>Unit-II:</b> Theoretical Bases of Counseling: Psychoanalytic, Behavioral, Cognitive, and Phenomenological: (Basic Concept)</p> <p><b>Unit-III:</b> Counseling Processes: Counseling Interview; Counseling Micro Skills: Attending, Paraphrasing, Encouragers, Confronting and Summarizing: (Basic Concept)</p>

**Activity:** Presentation by the students on "How counselling process occurs & what are the different types of counselling?"

**Objective:** To promote the students to think and discuss about the counselling process and its types.

**Methodology:** Presentation method

Month	W. Days	Topics to be covered
February'26	23	<p><b>Unit-IV:</b> Counseling Techniques: Person- Centered and Cognitive- Behavioral (Beck and Albert Allis).</p> <p><b>Unit-V:</b> Schools Counseling: Assumptions and Procedures.</p> <p><b>Unit-VI:</b> Career, Marriage and Group Counseling: An Introduction</p>

Month	W. Days	Topics to be covered
March'26	20	<b>Unit-VII:</b> Counseling for Substance-abuse, Child Abuse: An Introduction <b>Unit-VIII:</b> Counseling Ethics; Referrals and Reporting

Month	W. Days	Topics to be covered
April'26	24	<b>Revision &amp; University Examination</b>

**Activity:** Written assignment on “Counseling ethics”.

**Objective:** To aware students about the rules and ethics of counseling process.

**Methodology:** Written assignment

### **Suggested Readings:**

1. Edward, N. *Counseling Theory and Practice*. Cengage Learning.
2. Gelso, C. J. & Pretz, B.R. *Counseling Psychology*. Bangalore: PrismBooks Pvt. Ltd.
3. Gibson, R. L. & Mitchell, M.H. *Introduction to Counseling and Guidance* (6th Ed.) Pearson Education.
4. Kapur, Malavika. *Counseling Children with Psychological Problems*. Pearson Publications.

**Subject: Psychology**  
**Semester: VI**  
**Course Title: Survey/Field Visit**  
**Course Code: A090603R**  
**Paper 3: Practical**

**Credits: 2**

**Course Outcome:** After completing this practicum, the student will have an understanding about how to frame research objectives and questions, plan, decide and execute appropriate methods of research, data analysis, interpretation and discussion of the findings.

<b>Month</b>	<b>W. Days</b>	<b>Topics to be covered</b>
<b>February' 26</b>	<b>23</b>	<b>Unit-I:</b> Field Visit to any Community Center/Social Service Center/ School and submit a report (10-12 students group can be formed)
<b>March'26</b>	<b>20</b>	<b>Unit-II:</b> Conduct a survey on any Health Related issues and submit the report (10-12 students group can be formed)

**Subject: Psychology**  
**Semester: VI**  
**Course Title: Research Project**  
**Course Code: A090604R**  
**Paper 4: Research Project**

**Credits: 3**

<b>Month</b>	<b>W. Days</b>	<b>Topics to be covered</b>
February' 26	23	<p><b>Unit-I:</b> Based on the field visit observations and experiences, the learner get in Semester V, plan to visit to identified unit, organization, community etc. to get an understanding of the same and do data collection either through questionnaire, or interview or with the help of audio-visual medium based on the identified research problems/issues.</p> <p>Analyze the data and submit a detailed report and a presentation. The student will work in groups in completing the project, but will write the final paper individually.</p> <p>Each student will be evaluated on diligence in writing the research project as per APA guidelines.</p>

**Suggested Readings:**

1. Suggestive digital platforms web links- <http://heecontent.upsdc.gov.in/Home.aspx>  
<http://www.apa.org>

## Co- Curricular

Course Code: **Z060601**

Course Title: **Communication Skills and Personality Development**

### Course outcomes:

- To understand the concept of Personality.
- To learn what personal grooming pertains.
- To learn to make good resume and prepare effectively for interview.
- To learn to perform effectively in group discussions.
- To explore communication beyond language.
- To learn to manage oneself while communicating.
- To acquire good communication skills and develop confidence.

Month	W. Days	Topics to be covered
January'26	19	<b>Unit I</b> Understanding Personality <ul style="list-style-type: none"><li>• Definition and Meaning of Personality</li><li>• Types of Personality</li><li>• Components of Personality</li><li>• Determinants of Personality</li><li>• Assessment of Personality Grooming Self</li><li>• Dress for success</li><li>• Make up &amp; skin care</li><li>• Hair care &amp; styles for formal look</li><li>• Art of accessorizing</li><li>• Oral Hygiene</li></ul>
February' 26	23	<b>Unit II</b> INTERVIEW PREPARATION AND GROUP DISCUSSION <ul style="list-style-type: none"><li>• Meaning and Types of Interview [ Face to Face, Telephonic, Video]</li><li>• Interview procedure [ Opening, Listening, Closure]</li><li>• Preparation for Interview</li><li>• Resume Writing</li><li>• LinkedIn Etiquette</li><li>• Meaning and methods of Group Discussion Procedure of Group Discussion.</li><li>• Group Discussion simulation</li><li>• Group discussion common error</li></ul>
March' 26	20	<b>Unit III</b> BODY LANGUAGE AND BEHAVIOUR <ul style="list-style-type: none"><li>• Concept of human behavior</li><li>• Individual and group behavior</li><li>• Developing Self-Awareness</li><li>• Behaviour and body language</li><li>• Dimensions of body language: Proxemics Haptics Oculesics</li></ul>

		Paralanguage Kinesics Sign Language Chromatics Chronemics Olfactics <ul style="list-style-type: none"> <li>• Cultural differences in Body Language</li> <li>• Business Etiquette &amp; Body language</li> <li>• Body Language in the Post Corona Era</li> <li>• Virtual Meeting Etiquette</li> <li>• Social Media Etiquette</li> </ul> <b>Unit IV</b> <b>ART OF GOOD COMMUNICATION</b> <ul style="list-style-type: none"> <li>• Communication Process</li> <li>• Verbal and Non-verbal communication 7 C's of effective communication</li> <li>• Barriers to communication</li> <li>• Paralinguistics Pitch Tone Volume Vocabulary Word stress Pause</li> <li>• Types of communication Assertive Aggressive Passive Aggressive</li> <li>• Listening Skills</li> <li>• Questioning Skills</li> <li>• Art of Small Talk</li> <li>• Email Writing</li> </ul>
<b>April' 26</b>	24	<b>Revision &amp; University Examination</b>
<p><b>Activity:</b> Implementation of ANOVA Analysis, Z-Test &amp; T-Test of data through Data Analysis Module in Advance Excel</p> <p><b>Objective:</b> Student will learn Real-time implementation of data manipulation &amp; calculations</p> <p><b>Methodology:</b> <b>Presentation</b></p>		

**Suggested readings:**

1. Cloninger, S.C., "Theories of Personality : Understanding Person", Pearson, New York, 5th edition.
2. Luthans F, "Organizational Behaviour", McGraw Hill, New York, 12th edition.
3. Barron, R.A. & Brian D, "Social Psychology", Prentice Hall of India, 8th edition.
4. Adler R.B., Rodman G. & Hutchinson C.C, "Understanding Human Communication", Oxford University Press : New York.
5. Suggestive digital platforms web links

<b>Psychology Activities and Fieldworks</b>						
<b>Teacher In charges: Dr. Manisha Singh, Dr Saumya Chandra and Dr Rinu Chaturvedi</b>						
<b>S.No</b>	<b>Month</b>	<b>Activities/Field Works</b>	<b>Objective</b>	<b>Methodology</b>	<b>Class</b>	<b>Outcomes</b>
<b>1</b>	August 2025	<b>Role play exercise</b>	To know how individuals can recognize and counteract biases in different situations.	Demonstration	BA V sem and MA I sem	Improved communication and collaboration skills through group discussions and role-play exercises also have empathy with the needful.
<b>2</b>	October 2025	<b>Case Studies Analysis</b>	To get hands-on experience in psychological assessment and diagnosis.	Workshop	BA III sem and MA I sem	Enhanced critical thinking and problem-solving skills through the application of Abnormal psychology to real-world scenarios.
<b>3</b>	November 2025	Classroom Activity: "The Psychological Impact of Air Quality"	To engage students in the environmental issues and challenges	Classroom Activity	BA III sem and MA I sem	Students will participate in a discussion and brainstorming session exploring the potential psychological effects of poor air quality on students and staff (e.g., concentration, mood, stress levels).
<b>4</b>	December 2025	Survey	Survey will be conducted on menstruating age women to know opportunities differences and challenges faced by	Fieldwork	BA II, IV,, VI and MA IV SEM	Gender sensitization

			women and their psychological wellbeing			
<b>5</b>	March 2026	Fieldwork	At Nai subah To understand or empathize with children's issues and challenges.	Fieldwork	BA VI sem and MA IV SEM	Sensitivity towards humans and developing empathy and advocacy skills to support children.
<b>6</b>	April 2026	Mental Health Awareness Fest	To aware all students, employees, and staff about mental health and its importance in life	campaign	BA II,IV,, VI and MA IV SEM	To inculcate human value and inclusivity