

**KNRTU-KAI, Kazan, Russia**  
**DESCRIPTION OF THE PROMENG Curricula/Module**

TITLE OF THE MODULE	Code
Social Foundations of Communication (Soft skills for Engineers)	<b>M.1.B.2</b>

Teacher(s)	Department
<b>Coordinating:</b> Dr. Alexey A. Korobkov <b>Others:</b>	Radioelectronic and Telecommunication Systems

Study cycle	Level of the module	Type of the module
Masters	First Semester	Compulsory

Form of delivery	Duration	Langage(s)
Lectures and seminars	18 weeks	Russian

Prerequisites	
<b>Prerequisites: no</b>	<b>Co-requisites (if necessary): no</b>

Credits of the module	Total student workload	Contact hours	Individual work hours
6	180	30	150

Aim of the module (course unit): competences foreseen by the study programme		
The aim of the course is is achieving by students of communication skills, methods and techniques for effective planning of working tasks and team management		
Learning outcomes of module (course unit)	Teaching/learning methods	Assessment methods
The ability to take the initiative, including in terms of risk to assume full responsibility;	Lecture-discussion, case-technology;	Assessment of ability to play a role; the responsibility for others; team work.
To practice the skills in the organization and planning of the project and research work in the team management	Case-technology, discussions	Assessment of ability to analyze the situation; development of solutions and their justification, problem solution.
Willingness to present the results of research in the form of reports, presentations and public discussions, to interpret and present the results of research; make practical recommendations for the use of the results and research.	Case-technology, discussions	Assessment of ability to interpret the results, using modern visual media and information structuring.

Themes	Contact work hours						Time and tasks for individual work		
	Lectures	Consultations	Seminars	Practical work	Laboratory work	Placements	Total contact work	Individual work	Tasks
1. The concept of «Soft skills». Course structure.	2						2	5	
2. Conflicts. Behavior in conflict situations. Conflict management.	2		5				7	35	Identification the types of people in conflict in the immediate vicinity. Simulation of the conflict and its management
3. Leadership Psychology. The development of leadership qualities.	2		5				7	35	To make a plan of improving their leadership skills
4. Time management	2		6				8	40	To make a plan of

										improving the efficiency of work and rest in terms of time management
5. Project management. Self presentation and presentation of scientific and professional results.	2		4					6	35	Creating a project management plan. Design and defense of presentation of the project
<b>Total</b>	<b>10</b>		<b>20</b>					<b>30</b>	<b>150</b>	

Assessment strategy	Weight in %	Deadlines	Assessment criteria
Presentation of personal leadership	30	7 <sup>th</sup> week	A critical assessment, problem solving, application of theoretical concepts in a real situation, the application of knowledge, decision-making.
Presentation of personal time management system	30	14 <sup>th</sup> week	Registration the course of events; analysis, introspection, thinking; planning and organizational work skills, speaking and presentation skills.
Presentation of the project	40	18 <sup>th</sup> week	Presentation and nonverbal communication skills, the use of visual media, presentation and structuring information, interpretation skills, an instant reaction.

Author	Year of issue	Title	No of periodical or volume	Place of printing. Printing house or internet link
<b>Compulsory literature</b>				
Козлов В.В.	2011	Психология управления : учеб. пособие для студ. вузов / В.В. Козлов, Г.М. Мануйлов, Н.П. Фетискин. - М.: Академия	28	Читальные залы 1, 7 учебных зданий КНИТУ-КАИ
Э. А. Карпов, В. Г. Козырев, А. Г. Схиртладзе	2011	Менеджмент в промышленности : учеб. пособие для студ. вузов / Э. А. Карпов, В. Г. Козырев, А. Г. Схиртладзе [и др.]. - 3-е изд., перераб. и доп. . - Старый Оскол: ТНТ	6	Читальные залы 1, 5, 7 учебных зданий КНИТУ-КАИ
Мифтахутдинова Ф.Р.	2011	Управление персоналом : учеб. пособие для студ. вузов / Ф.Р. Мифтахутдинова, Г.Р. Стрекалова. - Казань: Изд-во КГТУ им. А.Н. Туполева	28	Читальные залы 1, 7 учебных зданий КНИТУ-КАИ
<b>Additional literature</b>				
		Центр практической психологии		<a href="http://psyfactor.org/">http://psyfactor.org/</a>
		А. Я. Психология		<a href="http://azps.ru/">http://azps.ru/</a>
		Организация времени		<a href="http://www.improvement.ru/">http://www.improvement.ru/</a>