



# CITY ACADEMY LAW COLLEGE

(Affiliated to Lucknow University)

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## SYLLABUS FOR PERSONALITY DEVELOPMENT

Common for LL.B. 3YEAR & LL.B. Integrated Courses

### UNIT I : INTRODUCTION TO PERSONALITY DEVELOPMENT

The concept personality- Dimensions of theories of Freud & Erickson- personality – significant of personality development. The concept of success and failure: What is success? - Hurdles in achieving success - Overcoming hurdles - Factors responsible for success – What is failure - Causes of failure. SWOT analyses.

### UNIT II : ATTITUDE & MOTIVATION

Attitude - Concept - Significance - Factors affecting attitudes - Positive attitude - Advantages –Negative attitude - Disadvantages - Ways to develop positive attitude - Difference between personalities having positive and negative attitude. Concept of motivation - Significance - Internal and external motives - Importance of self-motivation- Factors leading to de-motivation

### UNIT III : SELF-ESTEEM

Term self-esteem - Symptoms - Advantages - Do's and Don'ts to develop positive self-esteem – Low self-esteem - Symptoms - Personality having low self esteem - Positive and negative self-esteem.

Interpersonal

Relationships – Defining the difference between aggressive, submissive and assertive behaviours - Lateral thinking.

### UNIT IV : OTHER ASPECTS OF PERSONALITY DEVELOPMENT

Body language - Problem-solving - Conflict and Stress Management - Decision-making skills -Leadership and qualities of a successful leader - Character-building -Team-work - Time management -Work ethics – Good manners and etiquette.

### UNIT V : EMPLOYABILITY QUOTIENT

Resume building- The art of participating in Group Discussion – Acing the Personal (HR & Technical) Interview -Frequently Asked Questions - Psychometric Analysis - Mock Interview Sessions.

## Books for Reference:

- 1.Seven Habits Of Highly Effective People – Stephen Covey
- 2.You Can Win – Shiv Khara
- 3.Three Basic Managerial Skills For All – Hall Of India Pvt Ltd New Delhi
- 4.Hurlock Elizabeth B Personality Development Tata McGraw Hill New Delhi
- 5.Understanding Psychology: By Robert S Feldman. ( Tata McGraw Hill Publishing)
- 6.Personality Development and Career management: By R.M.Onkar (S Chand Publications)
- 7.Social Psychology: By Robert S Feldman. ( Tata McGraw Hill Publishing)
- 8.Mcgrath Eh Basics Management Skills For All Printish Hall Of India Pvt Ltd New Delhi
- 9.Wehtlel David A and Kin S Kemerron – Developing Managerial Skills – Pearson Education New Delhi.
- 10.Essentials of Business Communication - Rajendra Pal and J. S. Korlhalli - Sultan Chand & Sons, New Delhi.
- 11.Business Communication - Nirmal Singh - Deep & Deep Publications Pvt. Ltd., New Delhi
- 12.Effective Business Communication – H.Murphy.