**University of Management and Technology**

**Course Outline**

Course code: **SD101**

Course title: 21st Century Skills 0 credit

|  |  |
| --- | --- |
| Program | **BS Education - ELM** |
| Credit Hours | **3+0** |
| Duration |  |
| Prerequisites |  |
| Resource Person |  |
| Counseling Timing  (Room# Dean Office/ 4l-08 ) |  |
| Contact |  |

**Resource Person’s Signature …………………….**

**Chairman/Director signature………………………………….**

**Dean’s signature…………………………… Date………………………………………….**

**Learning Objective:**

The suite of digital badges within the 21st Century Skills course represents the most in-demand soft-skills which employers are seeking, but struggle to identify in prospective employees. This course allows you to acquire and practice a variety of soft-skills.

These badges emphasize deep knowledge through rigorous practice and genuine critical reflection at the sub-competency level. It also offers workplace-based challenges that encourage you to truly experience each skill. The concepts and content of this course are based on years of best practices gleaned from authentic user-research and prototyping with students, academic institutions and employers. It’s your road map for developing professional skills.

Each badge has a rigorous curriculum, interactive activities, and real-world, workplace-based performance assessments associated with each of the core four sub-competencies. Within each badge, you will find links to all of this as well as additional resources you may want to consider as you create your badge earning experience.

1. **Learning Methodology:**
2. A variety of teaching methods including, but not limited to, on campus classes, zoom lectures, sample reading and assignments, discussions, field work/school visits, videos and presentations will be employed.
3. **Grade Evaluation Criteria**
4. Following is the criteria for the distribution of marks to evaluate final grade in a semester.
5. **Marks Evaluation Marks in percentage**
6. Quizzes 5%
7. Assignments 10%
8. Mid Term 20%
9. Term Paper 15%
10. Final exam 50%
11. Total 100

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| --- | --- | --- | --- |
| **WEEK** | **Topics to be**  **covered in the course** | **Learning Objective**  **of this topic** | **Deadlines and Homework** |
| 1. | Collaboration | • Strengthen relationships  • Listen Actively  • Incorporate diverse perspectives  • Focus on solutions | 2 Week |
| 2. | Critical Thinking | • Identify Patterns  • Gather and Assess Relevant Information  • Question Assumptions  • Draw Conclusions | 2 Week |
| 3. | Oral Communication | • Speak with Clarity & Precision  • Listen Actively  • Use Appropriate Tone & Word Choice  • Tell Stories to Express Ideas | 2 Week |
| 4. | Creative Problem Solving | • Exercise both Convergent & Divergent Thinking  • Manage Ambiguity  • Apply an Iterative Process  • Identify Patterns | 2 Week |
| 5. | Initiative | • Lead without Title  • Act as Catalyst  • Demonstrate Self-Awareness  • Learn from Experience | 2 Week |
| 6. | Resilience | • Demonstrate Self-Awareness  • Learn from Experience  • Focus on Solutions  • Exhibit Flexibility | 2 Week |
| 7. | Empathy | • Recognize Others’ Needs and Values  • Listen Actively  • Incorporate Diverse Perspectives  • Validate Others’ Feelings | 2 Week |
| 8. | Intercultural Fluency | • Incorporate Diverse Perspectives  • Show Curiosity  • Demonstrate Self-Awareness  • Challenge One’s Own Biases | 2 Week |