Leadership Development

Subject area: Business/management

University: CTU
Level: BA2, BA3, BA4
Teaching mode: completely online, at specific time
Instructor(s): Martin Šikýř, Ph.D.

Short description

The course provides an introduction to various leadership theories, tools, and techniques related to organizing, motivating, and developing people. Through seminars, case studies, and individual presentations students can improve their leadership potential.

Full description

Course content:
1. Course overview
2. Managing people
3. Organizing people
4. Hiring people
5. Managing performance
6. Leading people
7. Motivating people
8. Rewarding people
9. Training people
10. Managing communication
11. Team building
12. Delegating
13. Handling people problems
14. Course summary

Learning outcomes

After the completion of the course, the students should be able to:
1. understand current leadership theories and concepts,
2. identify significant problems faced by leaders in working with people,
3. recognize situational demands for specific leadership styles and tools,
4. self-analyze leadership strengths and weaknesses to develop personal leadership potential.

General information

Contact hours per week:	2
Total workload:	75 (in student hours for the whole course)
ECTS credits:	3
Language:	English

Course start date:	19 September 2022
Course end date:	15 January 2023
Add. info about start date:	Start course date refers to start of the semester at CTU. Schedules will be available 1-2 weeks before semester starts. Lectures are taken place from 19.9.2022 until 15.1.2023. Examination period from 16.1.2023 until 19.2.2023.
Weekly teaching day/time:	
Time zone:	CET (Denmark, Germany, France, Netherlands, Switzerland, Czech Republic)
Further information:	

Prerequisites:	none
Activities and methods:	Seminars
Presence on campus:	

Final examination

Form:	assignment
Date:	
Location/format:	
Re-sit possibility:	
Transcript available:	end of semester
Add. info/requirements:	Course requirements: Students will prepare an individual PowerPoint presentation on a topic related to the development of people management and leadership skills, for example:

1. how to be a better leader,

2. how to attract and retain talented people,

3. how to perform a selection interview,

4. how to manage a new employee orientation,

5. how to manage performance,

6. how to delegate tasks and duties,

7. how to perform an appraisal interview,

8. how to provide feedback,

9. how to reward people,

10. how to motivate people,

11. how to help people to learn and develop,

12. how to build an effective team,

13. how to deal with conflicts,

14. how to manage poor performance,

15. how to handle negative behavior,

16. how to deal with (poor) timekeeping,

17. how to manage stress,

18. how to achieve work-life balance.

Students can choose any topic they like. They can think up their topic. The design of the presentation is up to them. They will present their presentation during seminars according to the agreed schedule.

Students will get feedback after their presentations. They can get 0-40 points according to the following criteria:

1. Topic and goal (selecting a topic following the assignment and defining a goal following the topic): 0-10

2. Methods and sources (defining the way of achieving the goal and sources used): 0-10

3. Results and value (concrete findings, practical applications, and implications, active discussion, questions for discussion, overall contribution to the participants): 0-10

4. Presentation and formalities (presentation skills, clear and understandable speech, no reading of slides or notes, interesting design and logical structure of the presentation, file name following the requirements): 0-10

The final grade is determined as a summary of points for the individual presentation (0–40 according to the following grading scale: Excellent (A): 36-40 Very good (B): 32–35 Good (C): 28-31 Satisfactory (D): 24–27 Sufficient (E): 20-23 Insufficient (F): 0–19

Registration

To register for this course, follow the registration requirements of your **home university** as specified here: www.euroteq.eu/courses-registration.

Administration

Number of places:	25
Minimum participants:	
Internal course code:	
Contact:	martin.sikyr@cvut.cz

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