

DISCIPLINE	SEMESTER	NAME OF THE FACULTY
MECHANICAL ENGG.	5TH	ER. DEVI PRASAD ACHARYA
SUBJECT/CODE	NO. OF PERIODS ALLOTTED IN A WEEK : 03	SEMESTER W.E.F.: 01.07.2026
LEADERSHIP & MANAGEMENT SKILL/ OE 301 (B)		TO DATE : 05.11.2026
		NUMBER OF WEEKS : 15

LEARNING/COURSE OUTCOMES: After the completion of the course, the student shall be able to

CO 01: Explain the principles of management

CO 01: Collaborate across cultures for effective team work

CO 01: Communicate with people for a positive work culture

CO 01: Demonstrate personal dispositions, skills & abilities of a leader

CO 01: Undertake the process of change management

CO 01: Design training for staff development

CO 01: Adapt suitable leadership style for improved work efficiency.

Month	Period	Date	Topics to be Covered
JULY	1	02.07.2026	Concept of leadership and management
JULY	2	02.07.2026	Definitions and scope
JULY	3	04.07.2026	Leadership theories
JULY	4	04.07.2026	Leadership characteristics
JULY	5	09.07.2026	Principles of management
JULY	6	09.07.2026	Managerial functions
JULY	7	18.07.2026	Leader vs. manager
JULY	8	18.07.2026	Leader/manager traits and character
JULY	9	23.07.2026	Leadership styles
JULY	10	23.07.2026	Revision and unit activity
JULY	11	30.07.2026	Meaning, nature, objectives and scope of HRM
JULY	12	30.07.2026	Job and job analysis
AUGUST	13	01.08.2026	Staff development: need and objectives
AUGUST	14	01.08.2026	Approaches to staff development
AUGUST	15	06.08.2026	Training and development
AUGUST	16	06.08.2026	Organizational development (OD)
AUGUST	17	13.08.2026	Components of OD process
AUGUST	18	13.08.2026	Learning organization
AUGUST	19	20.08.2026	HRM applications in organizations
AUGUST	20	20.08.2026	Revision and unit test
AUGUST	21	29.08.2026	Self-awareness
AUGUST	22	29.08.2026	Leadership characteristics and traits
SEPTEMBER	23	03.09.2026	Leadership skills and abilities
SEPTEMBER	24	03.09.2026	Emotional intelligence and components
SEPTEMBER	25	05.09.2026	Importance of emotional intelligence in leadership
SEPTEMBER	26	05.09.2026	Communication skills for effective leadership
SEPTEMBER	27	10.09.2026	Barriers to communication; active and mindful listening
SEPTEMBER	28	10.09.2026	Leading and mentorship
SEPTEMBER	29	17.09.2026	Influencing and mentoring activity
SEPTEMBER	30	17.09.2026	Goal setting and leadership
SEPTEMBER	31	19.09.2026	Transformative leadership
SEPTEMBER	32	19.09.2026	Vision and envisioning
SEPTEMBER	33	24.09.2026	Motivational role of leader
SEPTEMBER	34	24.09.2026	Group and team

OCTOBER	35	01.10.2026	Team dynamics
OCTOBER	36	01.10.2026	Conflict management
OCTOBER	37	03.10.2026	Strategies for managing conflicts
OCTOBER	38	03.10.2026	Models of change
OCTOBER	39	08.10.2026	Forces driving change
OCTOBER	40	08.10.2026	Change management: process, goal and importance
OCTOBER	41	15.10.2026	Process of change in an organization
OCTOBER	42	15.10.2026	Leadership in change management
OCTOBER	43	22.10.2026	Responsibilities of a change leader
OCTOBER	44	22.10.2026	Case study on organizational change
OCTOBER	45	29.10.2026	Course revision and final assessment
OCTOBER	46	29.10.2026	Final Review & Test
OCTOBER	47	31.10.2026	Final Review & Test

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