Course Description: This course is an introduction to the principles of leadership and its relationship to management. Emphasis will be on leadership techniques, group dynamics, facilitation styles, problem solving, decision making and communication techniques needed to inspire and influence. Students will apply leadership styles through experiential and group practice.

Course Outcomes: Upon completion of this course you will:

<table>
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<th>Outcomes</th>
<th>Assessment Measures</th>
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| 1. To understand all of the basic definitional competencies belonging to the subject of Leadership and Human Relations. | Papers, Examinations, and other Assessment Instruments  
- Small-group collaboration  
- Research projects  
- Student oral presentations  
- Assigned exercises  
- Research project  
- Student oral presentations  
- Mid-term and final examinations |
| 2. To understand how to function as a team and how to resolve team conflicts. | |
| 3. To apply and evaluate basic competencies associated with Leadership and Human Relations. | |
| 4. To understand the individual needs of employer/employee as they seek to lead a work group. | |

Course Outline

Understanding Leadership
- Definition
- Roles
- Styles
- Delegation
- Business Environment Needs

Understanding Employees, Associates, Organization, and Job Demands
- Diversity
- Motivation
   - Maslow
   - Herzberg
   - McClelland
   - McGregor
   - Vroom
- Traits
- Values
- Attitudes
• Perceptions
• Self-Esteem
• Problem-Solving Methods

Developing Leadership Skills for Work Situations
• Positive Reinforcement
• Situational Leadership
• Behavior Modification Methods
• Team Development
• Organizational Culture
• Coach / Teach
• Recognition and Reward Systems
• Sources of Power / Authority
• Job Enrichment
• Understanding Organizational Work Flow Processes
• Diversity
• Recruiting, Hiring, and Promoting Based on Contributions
• Individual / Team Commitment
• Training and Development
• Development Quality Initiatives

Communication
• Communication
• Self-Disclosure
• Develop Listening Skills
• Develop Questioning Skills
• Trust and Relationships
• Barriers to Communications
• Skills on Conducting Performance Appraisals
• Conflict Resolution

The following grading scale will be used when calculating final grades:

100-90        A
89-80          B