



**Dr. V. N. Bedekar Institute of Management, Thane**  
**Teaching Plan (MMS/PGDM)**  
**Academic Year (2017-2018)**

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Programme Name: MMS

Semester: II

Name of the Course: Developing Teams and Effective Leadership

Maximum marks: 100

No. of Sessions: 13

Name of the Faculty: Dr. Sukhada Tambe

Mobile No: 9819858825

Email: [stambe@vpmthane.org](mailto:stambe@vpmthane.org)

Weblink:

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**Learning Objectives:**

- 1 Developing and managing a team
  - 2 Understand how to adapt your leadership style to effectively lead and influence others
  - 3 Strategies for coping with team challenges
  - 4 Define your leadership philosophy and learn how to communicate it
  - 5 Earning trust and building relationships
  - 6 Leading virtual teams
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**Reference Books:**

- 1 Leadership – Warren Bennis
  - 2 Organizational Behaviour – Ashwathapa
  - 3 Personnel management – ArunMonappa
  - 4 Management - Hellriegel, Slocum and Jackson
  - 5 Leadership Theories – Composite
  - 6 Organizational Behavior - Newstorm
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**Plan:**

<b>Session No</b>	<b>Topics to be covered</b>	<b>Books referred/ Recommended/ References-Print/Articles/ News/Research papers/ Online database/ Software /Simulations used</b>	<b>Learning outcomes</b>	<b>Evaluation of Students understanding by MCQs, Quiz, Short Test</b>
1	Attitude	Organizational Behaviour – Stephen Robbins	To understand the importance of attitude for success in corporate world.	
2	Mind Mapping	<a href="http://www.tonybuzan.com">www.tonybuzan.com</a>  How to mind Map By Tony Buzan	Students learn how to plot mind maps. Useful for them in all subjects and mind maps have important applications in professional life.	Activity
3	Leadership, decision making	Movie screening – Twelve Angry Men	Perception, scenario building, decision making, leadership	Discussion
4	Time Management	<a href="https://www.mindtools.com">https://www.mindtools.com</a> › Time Management/  <a href="https://www.psychologytoday.com/basics/time-management">https://www.psychologytoday.com/basics/time-management</a>	Importance of time management  Techniques for time management  Effective management of time	self evaluation  questionnaire  Short test
5	Perception	Organizational Behaviour – Stephen Robbins, Newstorm	To understand the role of perception in professional life and in decision making, how	Lecture, Video, discussion



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			marketers use the concept of perception	
6	Leadership, creative thinking, team building	Group activity	Creative thinking, working in groups, team work	Group Activity
7	Emotional Intelligence	Working with Emotional Intelligence - Daniel Goleman	Importance of emotional intelligence for managers  Decision making with emotional intelligence	Discussion  Self evaluation  questionnaire
8	Stress Management	<a href="http://www.mayoclinic.org/healthy-lifestyle/stress-management/">www.mayoclinic.org/healthy-lifestyle/stress-management/</a>  <a href="http://www.heart.org/.../StressManagement/">www.heart.org/.../StressManagement/</a>	Reasons, effects on health  Techniques to handle stress  strategies to handle stress	Discussion  Activity  Short test
9	Latest Trends	www.hrkatha.com	To understand the latest trends in industry	presentaion
10	Leading Virtual Teams	<b>VIRTUAL TEAMS SURVEY REPORT - 2016</b>  Organizational Behaviour by Stephen Robbins	Importance of virtual teams  Virtual teams are imperative and unavoidable in today's era  Strategies for leading a virtual team	Role play
11	Transactional Analysis	transactional analysis by Eric Berne  I am Ok You are Ok by Thomas Harris	To understand interpersonal dynamics	Role Play  Self evaluation  questionnaire
12	Johari Window	<a href="https://www.mindtools.com">https://www.mindtools.com</a> ›	Self disclosure	Discussion



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		Communication Skills › Understanding Others Better www.businessballs.com › self/personal development	Understanding others	Self evaluation questionnaire
13	Art of using negotiations, power and influence	Organizational Behaviour by Stephen Robbins	Influencing others from a position of authority	Short test
14	Student Presentation			

**2. Practical Approach : Other activities (Atleast 4 distinct activities)**

Sr. No.	Activity Name	Topic Covered	Learning outcomes	Source
1	Role Play	Transactional Analysis	To understand interpersonal dynamics	
2	Industry Visit			
3	Academic Projects	Team building	Creative thinking, team building	
4	Book Review			
5	Group Discussion			
6	Business Quiz / Business News sharing			



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7	Videos / Simulation	Leadership	To understand leadership at various levels in an organization	
8	Use of Softwares and Labs			
9	Any other activity	Team building activity	Manage your team, your boss, and your colleagues more effectively	



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**Evaluation:**

**I) Internal:**

<b>Component</b>	<b>Details</b>	<b>Marks</b>
Class Test	Video making activity	10
Presentation	Presentation by students	10
Case Study	Attendance	5
Participation	Class participation	5
Others	Activities conducted from time to time	10

**Signature of Faculty**

**Signature of the Co-ordinator**