

Dr. Umayal Ramanathan College for Women, Karaikudi
Accredited with B+ Grade by NAAC
Affiliated to Alagappa University
(Run by Dr. Alagappa chettiar Educational Trust)
Department of Commerce
Certificate Course (2020 - 2021)
Self Management Skills Theory
Circular

Date: 15.12.2020

We are happy to inform you that our department is going to enhance and deepen the knowledge of the students through certificate course on **Self Management Skills Theory** (30 Hours Duration Course) for this academic year 2020-2021(from 21.12.2020 to 03.01.2021) for the III year students of Commerce. The Students are informed to enroll their names to the course Coordinator Ms.R.Sudha,Asst.Prof. of Commerce on or before 17.12.2020.



Head of the Department



Principal





**Dr. Umayal Ramanathan College
for Women, Karaikudi**
Accredited with B+ Grade by
NAAC

Affiliated to Alagappa University
(Run by Dr. Alagappa chettiar
Educational Trust)

DEPARTMENT OF COMMERCE CERTIFICATE COURSE

SELF MANAGEMENT SKILLS THEORY

ABOUT THE COLLEGE

Nestled in a Serene Campus in the heart of Karaikudi, Dr.Umayal Ramanathan College for Women is steeped in rich heritage. As an integral part of the Alagappa Group of Institutions founded by Dr.RM.Alagappa Chettiar who transformed the landscape of a shrub jungle of 1,000 acres in to a galaxy of educational institutions in the 1950's, it emanated from his vision to bring higher education to women in the community. In perhaps his crowning piece of philanthropy he gave away his own residence in Kottaiyur to found a Women's College. That dream was not fully realized as he died shortly thereafter.

The opening of Dr.Umayal Ramanathan College for Women is a culmination of that dream that his daughter Dr. Mrs. Umayal Ramanathan has passionately pursued

to meet the emerging needs of women in the community and better prepare them to address the challenges of modern society. The college is committed to imparting holistic education and fostering disciplined pursuit of academic goals in women.

Dr.Umayal Ramanathan College for Women was established in the year 2006 and is affiliated to Alagappa University, a member of the Association of Indian Universities (AIU) and the Association of Common wealth Universities (ACU).

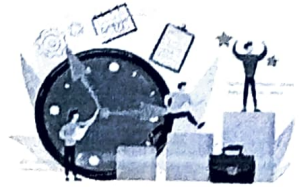
About

The Department of Commerce was established in the year 2017. The primary objective of the department is to impart quality and need based education to sensitize the students to their changing roles in society. Also, to enable every student to cope up with the latest developments in contemporary, national and global level through effective transaction of the curricular and co-curricular aspects.

Learning Outcome

Students can get thorough knowledge of finance and commerce and skills regarding various aspects like Marketing Manager, Selling Manager, over all Administration abilities of the Company. The knowledge of different specializations in Accounting, costing, banking and finance with the practical exposure helps the students to stand in organization.

- Students can independently start up their own Business.
- To develop numerical abilities of students
- To inculcate writing skills and business correspondence
- To create awareness of law and legalizations related to commerce and business



Scope of the Course

On the successful completion of the course, students will be able to:

- Identify individuals psychological needs, stages contextually.
- Analyses themselves clearly spotting out their Strengths, Weaknesses, Opportunities and Challenges and acquaint with real self
- Critique internal and external motivators, and communicate to others
- Set goals through procedural framework
- Become aware of Emotional Intelligence and familiarize with ways of enhancing emotional intelligence and measure the same.



Dr. Umayal Ramanathan College for Women, Karaikudi
redited with B+ Grade by NAAC
Affiliated to Alagappa University
(Run by Dr. Alagappa chettiar Educational Trust)
Department of Commerce
Certificate Course (2020- 2021)
Syllabus

Subject Name: SELF MANAGEMENT SKILLS THEORY

CLASS : III B.COM

Unit	Topic	Contents	Hours
I	Self Awareness	Self awareness – Maslow’s theory of Hierarchy – psychological need – safety needs – needs of love, affection and belongingness – esteem needs.	6
II	Self analysis	Self analysis through SWOC – how to do SWOC analysis - The Johari window .	6
III	Motivation	Motivation – internal motivation – external motivation – motivating yourself – motivating others.	6
IV	Goal setting	Meaning of goal and goal setting – short, medium and long term goals – importance of goal setting – steps for goal setting.	6
V	Emotional intelligence	Introduction – process of emotion – what is emotional intelligence – How to Measure emotional intelligence – ways to develop Emotional Intelligence Meaning of Intelligent quotient and Emotional Quotient.	6

Dr. UmayalRamanathan College for Women, Karaikudi
Accredited with B+ Grade by NAAC
Affiliated to Alagappa University
(Run by Dr. Alagappa chettiar Educational Trust)
Department of Commerce
Certificate Course - (Dec 2020-Jan 2021)
Enrollment

Course Name: Self Management Skills Theory

Class: III B.Com

Sem: V

S.No.	Register No.	Name of the Student	Signature of the Student
1	2918151001	Abirami.K	Abirami.K
2	2918151002	Abirami.S	S. Abirami
3	2918151003	Aiswariya.R	R. Aiswariya
4	2918151004	Ajmila.A	A. Ajmila
5	2918151005	Akshaya.P.K	P.K Akshaya
6	2918151006	Ameena Shifa.R	Ameena Shifa.R
7	2918151007	Archana.R	R. Archana
8	2918151008	Barathi.M	Barathi.M
9	2918151009	Bhuvana.K	K. Bhuvana
10	2918151010	Dhanalakshmi.S	S. Dhanalakshmi
11	2918151011	Dharini.R	R. Dharini
12	2918151012	Dhivya.A	Dhivya.A
13	2918151014	Gayathiri.P	P. Gayathiri
14	2918151015	Gayathri.R	R. Gayathri
15	2918151016	Harini.R	R. Harini
16	2918151017	Hemalatha.B	Hemalatha.B
17	2918151018	Herlin Monisha	Herlin
18	2918151019	Irfana Parveen.S	S. Irfana Parveen
19	2918151020	Jasmine Roja.J	J. Jasmine Roja
20	2918151021	Jenisha.M	M. Jenisha
21	2918151022	Kaleeswari.M	M. Kaleeswari
22	2918151023	Kamaladevi.G	G. Kamaladevi
23	2918151024	Kanagadhara.S	S. Kanagadhara
24	2918151025	Kavya.K	K. Kavya
25	2918151026	Keerthana.L	L. Keerthana
26	2918151027	Keerthika.G	G. Keerthika
27	2918151028	Kuna Jothi.A	A. Kuna Jothi
28	2918151029	Lalitha.B	B. Lalitha
29	2918151031	Logeshwari.M	M. Logeshwari
30	2918151032	Manimegalai.M	M. Manimegalai
31	2918151033	Moniha.S	S. Moniha
32	2918151034	Muthu Yegammai.C	C. Muthu Yegammai
33	2918151035	Nermala.R	R. Nermala

34	2918151036	Nivetha.R	R. Nivetha
35	2918151037	Noorulmazlina.R	R. Noorulmazlina
36	2918151038	Parvathi.AI	Parvathi. A.I.
37	2918151039	Pooja.P	P. Pooja
38	2918151040	Prathisha.M	M. Prathisha
39	2918151041	Priya.R	R. Priya
40	2918151042	Priyadharshini.D	D. Priyadharshini
41	2918151043	Rajathi.Kr	Rajathi. Kr.
42	2918151044	Rajeshwari.K	K. Rajeshwari
43	2918151045	Revathi.P	P. Revathi
44	2918151046	Safrin Banu.S	S. Safrin Banu
45	2918151047	Sakthipriya.M	M. S. Sakthipriya
46	2918151048	Sandhya.K	K. Sandhya
47	2918151049	Sangeetha.N	N. Sangeetha
48	2918151050	Saranitha.S	S. Saranitha
49	2918151051	Sharmathi.S	S. Sharmathi
50	2918151052	Shekinah Shirley.S	S. Shekinah Shirley
51	2918151053	Shivashree.D	D. Shivashree
52	2918151054	Sindhukavi.P	P. Sindhukavi
53	2918151055	Soundharya.K	K. Soundharya
54	2918151056	Sowmiya.B	B. Sowmiya
55	2918151057	Swetha.B	B. Swetha
56	2918151058	Tajnisha.S	S. Tajnisha
57	2918151059	Vishali Nivetha	Nivetha Vishali
58	2918151060	Yazhini.A.R	R. Yazhini
59	2918151061	Yoganandhini.R	R. Yoganandhini
60	2918151062	Yuvasree.M	M. Yuvasree
61	2917151031	Maheswari.G	G. Maheswari


Coordinator


Head of the Department


Principal

Dr. Umayal Ramanathan College for Women, Karaikudi
Accredited with B+ Grade by NAAC
Affiliated to Alagappa University
(Run by Dr. Alagappa chettiar Educational Trust)
Department Of Commerce
Certificate Course (2020-2021)
Attendance

Course Name :Self Management Skills Theory
CLASS: III-B.COM

S. No	REG.NO	NAME	SEMESTER: V								
			21.12.2020	22.12.2020	23.12.2020	27.12.2020	28.12.2020	29.12.2020	30.12.2020	31.12.2020	03.01.2021
1	2918151001	Abirami.K	X	X	A	X	X	X	X	X	X
2	2918151002	Abirami.S	X	X	X	X	X	A	A	X	X
3	2918151003	Aiswariya.R	X	X	X	X	X	X	X	X	X
4	2918151004	Ajmila.A	A	X	X	X	X	X	X	X	X
5	2918151005	Akshaya.P.K	X	X	X	X	X	X	X	X	X
6	2918151006	Ameena Shifa.R	X	X	X	X	X	X	X	X	X
7	2918151007	Archana.R	X	X	X	A	X	X	X	A	A
8	2918151008	Barathi.M	A	X	X	A	A	X	X	X	X
9	2918151009	Bhuvana.K	X	A	X	X	X	X	X	X	X
10	2918151010	Dhanalakshmi.S	X	A	A	A	A	X	X	X	X
11	2918151011	Dharini.R	X	X	A	A	A	A	X	X	X
12	2918151012	Dhivya.A	A	A	X	X	A	X	X	X	X
13	2918151014	Gayathiri.P	X	X	X	X	X	X	X	X	X
14	2918151015	Gayathri.R	X	X	X	X	X	X	X	X	A
15	2918151016	Harini.R	X	X	X	X	X	X	X	A	X
16	2918151017	Hemalatha.B	A	X	A	X	A	X	X	X	X
17	2918151018	Herlin Monisha	X	X	X	X	X	X	X	X	X
18	2918151019	Irfana Parveen.S	X	X	X	X	X	X	X	A	X
19	2918151020	Jasmine Roja.J	X	A	X	X	X	X	X	X	X
20	2918151021	Jenisha.M	X	X	X	X	A	X	X	X	X
21	2918151022	Kaleeswari.M	X	X	X	X	X	X	X	X	X
22	2918151023	Kamaladevi.G	A	A	A	A	A	A	A	A	A
23	2918151024	Kanagadhara.S	X	X	X	X	A	X	X	X	X
24	2918151025	Kavya.K	X	A	X	A	X	X	X	X	X
25	2918151026	Keerthana.L	X	X	X	A	A	A	A	A	A
26	2918151027	Keerthika.G	X	X	A	X	X	X	X	X	X
27	2918151028	Kuna Jothi.A	A	X	A	X	X	X	X	X	X
28	2918151029	Lalitha.B	X	X	X	X	X	X	X	X	X
29	2918151031	Logeshwari.M	X	X	X	X	A	X	X	X	X
30	2918151032	Manimegalai.M	LONG ABSENT								
31	2918151033	Moniha.S	X	A	A	X	X	X	X	X	X

32	2918151034	Muthu Yegammai.C	X	X	A	X	X	X	X	A	X
33	2918151035	Nermala.R	A	X	A	A	X	X	X	X	X
34	2918151036	Nivetha.R	X	X	A	X	X	X	X	X	X
35	2918151037	Noorulmazlina.R	X	X	A	X	X	X	X	X	X
36	2918151038	Parvathi.AI	A	X	A	X	X	X	X	A	X
37	2918151039	Pooja.P	X	X	X	X	X	X	X	X	X
38	2918151040	Prathisha.M	X	X	X	X	X	X	X	A	X
39	2918151041	Priya.R	X	X	X	X	A	X	A	A	X
40	2918151042	Priyadarshini.D	X	X	X	X	X	X	X	A	X
41	2918151043	Rajathi.Kr	X	X	X	X	X	X	X	A	X
42	2918151044	Rajeshwari.K	A	X	X	X	X	X	X	X	X
43	2918151045	Revathi.P	X	X	X	A	X	X	X	X	X
44	2918151046	Safrin Banu.S	X	A	A	X	X	X	X	A	X
45	2918151047	Sakthipriya.M	X	X	A	X	X	X	X	X	X
46	2918151048	Sandhiya.K	X	X	A	X	A	X	X	A	X
47	2918151049	Sangeetha.N	X	X	X	X	X	X	X	X	X
48	2918151050	Saranitha.S	X	X	X	X	X	X	X	X	X
49	2918151051	Sharmathi.S	X	X	X	X	X	X	X	X	X
50	2918151052	Shekinah Shirley.S	X	X	X	X	X	X	X	X	X
51	2918151053	Shivashree.D	X	X	A	A	A	X	A	X	X
52	2918151054	Sindhukavi.P	X	X	X	X	X	X	X	X	A
53	2918151055	Soundharya.K	X	A	X	A	A	X	A	X	X
54	2918151056	Sowmiya.B	X	X	X	X	X	X	X	X	X
55	2918151057	Swetha.B	X	X	X	X	X	A	X	X	X
56	2918151058	Tajnisha.S	A	X	X	X	X	X	A	X	X
57	2918151059	Vishali Nivetha	X	X	A	X	X	X	X	X	X
58	2918151060	Yazhini.A.R	A	X	X	X	X	X	X	X	X
59	2918151061	Yoganandhini.R	X	X	X	X	X	X	X	X	X
60	2918151062	Yuvasree.M	X	X	A	X	X	X	X	X	X
61	2917151031	Maheswari.G	X	X	X	X	X	X	X	X	X


Coordinator


Head of the Department


Principal

Dr. Umayal Ramanathan College for Women, Karaikudi
Accredited with B+ Grade by NAAC
Affiliated to Alagappa University
(Run by Dr. Alagappa chettiar Educational Trust)

DEPARTMENT OF COMMERCE
CERTIFICATE COURSE
SELF MANAGEMENT SKILLS THEORY
INTERNAL-I

DATE: 27.12.2020
CLASS: III.B.COM

MARKS: 20
TIME: 1 HR

Answer all Questions (2×10=20)

Q1. Stress is identified as a condition in which a person is.....
A) Tensed
B) worried
C) relaxed
D) both (A) and (B)

Q2. What plays a major role in reaction to stress
A) Emotions
B) Personality
C) Confidence
D) none of these

Q3. The feeling of self-awareness enhances our.....
A) Self-confidence
B) Self-monitoring
C) Self-Regulation
D) All of the above

Q4. The internal stress caused by.....
A) Pent-up worries
B) laziness
C) survival stress
D) experiences

Q5. is not a symptom of stress?
A) Increased sweating
B) Cold hands or feet
C) Dry mouth
D) none of these

Q6. What is 'M' in the 'SMART' goal setting method

- A) Must
- B) Meaning
- C) Measurable
- D) None of these

Q7. What is 'S' in the 'SMART' method of goal setting?

- A) Smart
- B) Special
- C) Speed
- D) Specific

Q8. Physical exercise is used as a stress management technique because

- A) It improves blood circulation
- B) improves self-image
- C) make us feel better
- D) All of the above

Q9. Stress management prevents _____

- A) psychological disorders
- B) behavioral problems
- C) both of the above
- D) none of the above

Q10. Self-Reliance means _____

- (A) Ability to Work Independently
- B) Complete the task effectively
- C) Both of the above

-----ALL THE BEST-----

Dr. Umayal Ramanathan College for Women, Karaikudi
Accredited with B+ Grade by NAAC
Affiliated to Alagappa University
(Run by Dr. Alagappa chettiar Educational Trust)

DEPARTMENT OF COMMERCE
CERTIFICATE COURSE (2020-2021)
SELF MANAGEMENT SKILLS THEORY
INTERNAL-II

DATE: 03.01.2021
CLASS: III.B.COM

MARKS: 20
TIME: 1 HR

Answer all Questions (2×10=20)

Q1. Importance of stress management is/are

- a) improves mood
- b) boosts immune system
- c) increases efficiency
- d) all of the above

Q2. Which is the odd stress symptom of the following?

- A) Social withdrawal
- b) depression
- c) fatigue
- d) anxiety

Q3. _____ is a practice of focusing on his/her mind.

- A) Yoga
- b) physical exercise
- c) meditation
- d) nature walk

Q4. stress leads to.....

- A) Happiness
- b) positive thinking
- c) firmness
- d) mental troubles

Q5. Which of the following makes a person complete work or studies without others cheering him?

- A) self-confidence
- b) communication
- c) self-motivation
- d) self-esteem

Q6. Which of the following is/are important steps to manage emotional intelligence?

- A) Understanding of emotions
- b) rationalize
- c) practice
- d) all of the above

Q7. Converting weakness into strength and strength into an exceptional talent is known as

- a) self-awareness
- b) self-confidence
- c) self-reliance
- d) self-regulation

Q8. Which of the following can be considered as external motivation?

- A) Reward
- b) appreciations
- c) recognition
- d) all of the above

q9. We can use _____ method to set goals.

- A) Smart
- b) class
- c) first
- d) none of the above

Q10. Strength and weakness analysis starts with

- a) knowing others
- b) understanding feelings of others
- c) identifying others fault and weaknesses
- d) knowing yourself

-----ALL THE BEST-----

Dr. Umayal Ramanathan College for Women, Karaikudi
Accredited with B+ Grade by NAAC
Affiliated to Alagappa University
(Run by Dr. Alagappa chettiar Educational Trust)
Department of Commerce
Certificate Course- (Dec 2020-Jan 2021)
ASSESSMENT - I Mark statement

Class: III B.Com
Semester: V

Subject: SELF MANAGEMENT SKILLS THEORY

S.No.	Register No.	Name of the Student	Test (20)
1	2918151001	Abirami.K	18
2	2918151002	Abirami.S	16
3	2918151003	Aiswariya.R	14
4	2918151004	Ajmila.A	18
5	2918151005	Akshaya.P.K	18
6	2918151006	Ameena Shifa.R	18
7	2918151007	Archana.R	16
8	2918151008	Barathi.M	16
9	2918151009	Bhuvana.K	14
10	2918151010	Dhanalakshmi.S	14
11	2918151011	Dharini.R	16
12	2918151012	Dhivya.A	14
13	2918151014	Gayathiri.P	16
14	2918151015	Gayathri.R	18
15	2918151016	Harini.R	18
16	2918151017	Hemalatha.B	18
17	2918151018	Herlin Monisha	16
18	2918151019	Irfana Parveen.S	14
19	2918151020	Jasmine Roja.J	14
20	2918151021	Jenisha.M	16
21	2918151022	Kaleeswari.M	16
22	2918151023	Kamaladevi.G	18
23	2918151024	Kanagadhara.S	18
24	2918151025	Kavya.K	18
25	2918151026	Keerthana.L	18
26	2918151027	Keerthika.G	18
27	2918151028	Kuna Jothi.A	16
28	2918151029	Lalitha.B	16
29	2918151031	Logeshwari.M	16
30	2918151032	Manimegalai.M	14
31	2918151033	Moniha.S	16
32	2918151034	Muthu Yegammai.C	16

33	2918151035	Nermala.R	18
34	2918151036	Nivetha.R	18
35	2918151037	Noorulmazlina.R	14
36	2918151038	Parvathi.AI	16
37	2918151039	Pooja.P	16
38	2918151040	Prathisha.M	16
39	2918151041	Priya.R	14
40	2918151042	Priyadharshini.D	16
41	2918151043	Rajathi.Kr	16
42	2918151044	Rajeshwari.K	16
43	2918151045	Revathi.P	16
44	2918151046	Safrin Banu.S	14
45	2918151047	Sakthipriya.M	14
46	2918151048	Sandhiya.K	16
47	2918151049	Sangeetha.N	14
48	2918151050	Saranitha.S	16
49	2918151051	Sharmathi.S	18
50	2918151052	Shekinah Shirley.S	18
51	2918151053	Shivashree.D	18
52	2918151054	Sindhukavi.P	14
53	2918151055	Soundharya.K	18
54	2918151056	Sowmiya.B	18
55	2918151057	Swetha.B	14
56	2918151058	Tajnisha.S	16
57	2918151059	Vishali Nivetha	18
58	2918151060	Yazhini.A.R	18
59	2918151061	Yoganandhini.R	18
60	2918151062	Yuvasree.M	18
61	2917151031	Maheswari.G	18


Coordinator


Head of the Department


Principal

Dr. Umayal Ramanathan College for Women, Karaikudi
Accredited with B+ Grade by NAAC
Affiliated to Alagappa University
(Run by Dr. Alagappa chettiar Educational Trust)
Department of Commerce
Certificate Course– (Dec 2020-Jan 2021)
ASSESSMENT –II Mark statement

Class: III B.Com
Semester: V

Subject: SELF MANAGEMENT SKILLS THEORY

S.No.	Register No.	Name of the Student	Test (20)
1	2918151001	Abirami.K	16
2	2918151002	Abirami.S	18
3	2918151003	Aiswariya.R	18
4	2918151004	Ajmila.A	18
5	2918151005	Akshaya.P.K	16
6	2918151006	Ameena Shifa.R	14
7	2918151007	Archana.R	16
8	2918151008	Barathi.M	14
9	2918151009	Bhuvana.K	16
10	2918151010	Dhanalakshmi.S	14
11	2918151011	Dharini.R	16
12	2918151012	Dhivya.A	14
13	2918151014	Gayathiri.P	16
14	2918151015	Gayathri.R	14
15	2918151016	Harini.R	16
16	2918151017	Hemalatha.B	14
17	2918151018	Herlin Monisha	16
18	2918151019	Irfana Parveen.S	18
19	2918151020	Jasmine Roja.J	18
20	2918151021	Jenisha.M	18
21	2918151022	Kaleeswari.M	18
22	2918151023	Kamaladevi.G	18
23	2918151024	Kanagadhara.S	16
24	2918151025	Kavya.K	16
25	2918151026	Keerthana.L	16
26	2918151027	Keerthika.G	14
27	2918151028	Kuna Jothi.A	14
28	2918151029	Lalitha.B	14
29	2918151031	Logeshwari.M	14
30	2918151032	Manimegalai.M	LA
31	2918151033	Moniha.S	12
32	2918151034	Muthu Yegammai.C	16

33	2918151035	Nermala.R	18
34	2918151036	Nivetha.R	18
35	2918151037	Noorulmazlina.R	16
36	2918151038	Parvathi.AI	18
37	2918151039	Pooja.P	18
38	2918151040	Prathisha.M	16
39	2918151041	Priya.R	18
40	2918151042	Priyadharshini.D	18
41	2918151043	Rajathi.Kr	18
42	2918151044	Rajeshwari.K	16
43	2918151045	Revathi.P	18
44	2918151046	Safrin Banu.S	14
45	2918151047	Sakthipriya.M	18
46	2918151048	Sandhiya.K	14
47	2918151049	Sangeetha.N	18
48	2918151050	Saranitha.S	14
49	2918151051	Sharmathi.S	18
50	2918151052	Shekinah Shirley.S	14
51	2918151053	Shivashree.D	18
52	2918151054	Sindhukavi.P	18
53	2918151055	Soundharya.K	14
54	2918151056	Sowmiya.B	18
55	2918151057	Swetha.B	18
56	2918151058	Tajnisha.S	18
57	2918151059	Vishali Nivetha	18
58	2918151060	Yazhini.A.R	14
59	2918151061	Yoganandhini.R	18
60	2918151062	Yuvasree.M	14
61	2917151031	Maheswari.G	18


Coordinator


Head of the Department


Principal

Dr. Umayal Ramanathan College for Women, Karaikudi
Accredited with B+ Grade by NAAC
Affiliated to Alagappa University
(Run by Dr. Alagappa chettiar Educational Trust)
Department of Commerce
CERTIFICATE COURSE REPORT - (DEC 2020-JAN 2021)

The Certificate Course on **SELF MANAGEMENT SKILLS THEORY** for III Year Students through Online Mode from from 21.12.2020 to 03.01.2021, conducted by Department of Commerce, Dr.Umayal Ramanathan College for Women, Karaikudi. The total Number of students for this course is 61.The objective of this course is to enhance the students knowledge and develop the interpersonal Skills. Motivating the learner to learn is pertinent to curriculum implementation. skills can set independent goals and do everything possible to achieve them. Self-management skills boost our productivity and performance at work, which helps in achieving professional goals. It is a soft skill that increases our employability and gives us more control over our career path. Self-management skills allow people to control and regulate their emotions, thoughts and behaviour effectively in different situations.

On the successful completion of the course, students will be able to:

- Identify individuals psychological needs, stages contextually.
- Analyses themselves clearly spotting out their Strengths, Weaknesses, Opportunities and Challenges and acquaint with real self
- Critique internal and external motivators, and communicate to others
- Set goals through procedural framework
- Become aware of Emotional Intelligence and familiarize with ways of enhancing emotional intelligence and measure the same.




Coordinator


Head of the Department


Principal



Dr. Umayal Ramanathan College for Women, Karaikudi
Accredited with B+ Grade by NAAC
Affiliated to Alagappa University
(Run by Dr. Alagappa chettiar Educational Trust)

DEPARTMENT OF COMMERCE

CERTIFICATE COURSE

This is to certify that Ms. B.Swetha, B.Com III

Year has Successfully completed the Certificate Course in the

“Self Management Skills Theory” during 21.12.2020 to

03.01.2021.

A handwritten signature in blue ink, appearing to be 'S. Jayashree', is written over the printed name of the Head of the Department.

Head of the Department

A handwritten signature in blue ink, appearing to be 'S. Jayashree', is written over the printed name of the Principal.

Principal

Dr.Umayal Ramanathan College for Women, Karaikudi
(Accredited with B+ Grade by NAAC)
Affiliated to Alagappa University
(Run by Dr.Alagappa chettiar Educational Trust)
Department of commerce
Certificate Course (2020 – 2021)
Self Management Skills Theory
Student Feedback

Student Name		B. Suletha							
Course Title		Self Management Skills Theory							
About the Course Information: (Tick (✓) Appropriately) by the Respondent (Student)									
		A	B	C	D	E			
Coverage of the syllabus		✓							
Availability of text books/study materials		✓							
Usefulness of tests		✓							
Overall rating of the Course		✓							
A: Excellent		B: Very Good		C: Good		D: Satisfactory		E: Poor	

B. Suletha

SIGNATURE OF THE STUDENT