



**Darrang College
(Autonomous),
Tezpur-784001**

Syllabus for Certificate Course

Course Name: Life Skill Education

DEPATMENT OF EDUCATION:: DARRANG COLLEGE:: TEZPUR

CERTIFICATE COURSE ON LIFE SKILL EDUCATION

The Rationale: Fast changing socio-economic conditions and ever increasing complexities of modern life has presented myriad problems before our youth which is why they need to be equipped with skills needed to thrive and adjust satisfactorily in an uncertain world. Life skills are the abilities and competencies that enable individuals to cope with the demands and challenges of everyday life, and to navigate the complex social and economic world in which we live.

This course aims to equip our youth with the skills needed for personal and professional growth and for making useful contribution to the society. The course is designed to provide the learners with multifaceted exposure including self-awareness, communication skills, psycho-physical health, career planning, personal finance, time management, critical thinking, decision making and problem solving and stress management. This course will help learners to develop competencies they need to succeed in life.

COURSE DURATION: 30 HRS

Course Objectives:

The objectives of the course include:

1. Acquainting learners with the meaning, importance and types of life skills
2. Inculcating time management skills among the learner
3. Developing communication and interpersonal skills among the learners
4. Familiarizing students with personal financial management
5. Teaching techniques to manage stress
6. Developing critical thinking and problem solving skills
7. Acquainting learners with personal health and wellness
8. Help learners to make career development plans

UNITS	CONTENTS	HOURS
Unit-I	Introduction to Life Skills • Definition of life skills • Importance of life skills for personal and professional growth • Types of Life Skills	2 hours
Unit-II	Time Management • Setting priorities and goals • Making a schedule • Dealing with distractions and procrastination	4 hours
Unit-III	Communication Skills • Verbal communication skills • Nonverbal communication skills • Listening skills • Writing skills • Interpersonal skills	6 hours
Unit-IV	Financial Management • Understanding personal finance • Budgeting and saving • Investing and managing debt	4 hours
Unit-V	Stress Management • Understanding stress and its causes • Techniques for reducing stress • Managing stress and emotional health • Maintaining work-life balance	4 hours
Unit-VI	Critical Thinking and Problem-Solving • Developing critical thinking skills • Identifying and defining problems • Generating and evaluating solutions	4 hours
Unit-VII	Personal Health and Wellness	2 hours

	• Understanding nutrition and physical fitness • Developing healthy habits	
Unit-VIII	Career Development • Exploring career options • Building a personal brand • Networking and job search strategies	2 hours
Unit-IX	Conclusion and Assessment • Review of key concepts and skills learned • Final assessment to test mastery of life skills	2 hours

COMMITTEE MEMBERS:

Chairperson: Dr. Mukul Saikia, Associate Professor, HOD, Dept. of Education, Darrang College, Tezpur

Convener: Dr. Anamika Das, Assistant Professor, Dept. of Education, Darrang College, Tezpur

Members:

1. Ms. Ringprangdi Thaosen, Assistant Professor, Dept. of Education, Darrang College, Tezpur
2. Ms. Shimpi Das, Assistant Professor, (Part-time) Dept. of Education, Darrang College, Tezpur
3. Ms. Sharmistha Roy, Assistant Professor, (Part-time) Dept. of Education, Darrang College, Tezpur