

Miami Dade Community College
PPE 1005- PSYCHOLOGY OF PERSONAL EFFECTIVENESS

Course Description:

This is an applied psychology course which emphasizes understanding of the principles of effective human behavior and applying these to the areas of personal awareness, interpersonal relations, communication, and work/career development.

3 Credits

Prerequisites and Corequisites: None

Course Competencies:

Competency 1 – THE STUDENT WILL EXPLORE THEORETICAL PERSPECTIVES REGARDING PERSONAL EFFECTIVENESS BY:

- Describing an overview of the major theoretical approaches to personality and human behavior
- Analyzing the theory of self-concept and the factors involved in its development, relating this to personal behavior
- Distinguishing the causes and characteristics of high and low self - esteem and the relationship of these to behavior
- Discovering the holistic nature of humankind including the cognitive, emotional, social, spiritual, and physical influences on behavior

Competency 2 – THE STUDENT WILL LEARN TO MANAGE STREE BY:

- Demonstrating knowledge of stress, its sources, and the physical, psychological, and behavioral outcomes
- Applying effective stress management theory
- Demonstrating effective self-management in the use of resources such as time, money, and personal assets

Competency 3 – THE STUDENT WILL UNDERSTAND THE THEORIES of HEALTHY & SUCCESSFUL RELATIONSHIPS BY:

- Describing how these theories apply to family, friends, social groups, work teams, and culturally diverse groups
- Practicing effective verbal and nonverbal communication applying effective listening skills
- Applying theories related to assertive behavior
- Practicing conflict resolution skills and analyzing the process

Competency 4 – THE STUDENT WILL UNDERSTAND THE NATURE of THE WORLD BY:

- Exploring future occupational and academic trends
- Using knowledge and skills of personal and interpersonal effectiveness to achieve career related goals
- Valuing diversity in the workplace

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Competency 5 – THE STUDENT WILL UNDERSTAND THE ROLE of PERSONAL RESPONSIBILITY IN WORKPLACE SUCCESS BY:

- Describing the characteristics of effective employees and their response to performance assessment and varying leadership styles
- Demonstrating understanding of the necessity for policies and procedures in the workplace
- Demonstrating knowledge of job satisfaction, including intrinsic and extrinsic work motivations
- Describing factors which interfere with effective job performance such as alcohol and drug use; sexual harassment; racial, gender, and age discrimination; and violations of the ethical and moral standards