

Syllabus: Interpersonal Skills

Module title	Networking, Emotional Intelligence, Communication
Area	<i>Interpersonal Skills</i>
Learning format	<i>Workshop</i>
Length of module	<i>1.5h</i>
Regional	<i>Regional</i>
Topic (short description)	<p><i>This module will provide insights into</i></p> <ul style="list-style-type: none"> <i>To provide a process of reflection and learning about how we usually communicate and how we can do it in a more effective and coherent way with our purpose, restructuring our way of expressing ourselves and listening to others in an assertive and non-violent way.</i> <i>To understand what emotional intelligence is and its importance in current collaboration environments.</i> <i>To provide basic tips for developing networking skills</i>
Module description	<p>Objective(s): <i>The primary objective of this module is to identify the main interpersonal skills needed to any kind of collaboration and how to consider them when business and HEIs are to cooperate.</i></p> <p>Subject(s): <i>The module seeks i) to recognise the importance of the networking, emotional intelligence and communication skills as strong conditions for collaboration among HEIs and Industry, and ii) to share some tips to self-improve the mentioned skills of networking, emotional intelligence and communication.</i></p> <p>Tools:</p> <ul style="list-style-type: none"> ● Introductory lectures ● Videos ● Role plays and case studies discussed in teams ● Improvement plan (Networking guide project outcomes https://networking2work.weebly.com/3-step-action-plan.html)
Suggest group exercises during session	<p><i>Include suggested exercises that can be executed during the session.</i></p> <ul style="list-style-type: none"> ● <i>A role-playing exercise exchanging positions</i> ● <i>A role playing where the role of the participant is defined by a card instructions.</i>

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Suggest group exercises during session cont.	<p><i>Analytical Exercises</i></p> <ul style="list-style-type: none"> ● <i>Instructors will use some video examples to analyse the related content with the material. Videos can be gathered from TEDtalks or movies/series. Examples: “Parlement”, “Big Bang Theory”. Examples of series that can be referred “Parlement”, “Big Bang Theory”,</i>
Suggested exercises to take home	<p><i>Include suggested exercises that can also be executed by independent learners.</i></p> <ul style="list-style-type: none"> ● <i>Self-evaluation of their skills level . Basically, students have to fill-in a quiz in order to self-evaluate their skills.</i>
Relevant Literature / links	<p>The following sources are designated as recommended reading for this module:</p> <ul style="list-style-type: none"> ● Robbins, S.P. “Organisational Behaviour”. 2018 Prentice ● The project Case Studies ● Sclater, N., Grierson, H., Ion, W. J., & MacGregor, S. P. (2001). Online collaborative design projects: overcoming barriers to communication. <i>International Journal of Engineering Education</i>, 17(2), 189-196. (https://e-tarjome.com/storage/panel/fileuploads/2019-06-02/1559466533_E11237-e-tarjome.pdf) ● Pemartín, M., Rodríguez-Escudero, A. I., & Munuera-Alemán, J. L. (2018). Effects of collaborative communication on NPD collaboration results: Two routes of influence. <i>Journal of Product Innovation Management</i>, 35(2), 184-208. (https://onlinelibrary.wiley.com/doi/epdf/10.1111/jpim.12375)