



# माँ विन्ध्यवासिनी विश्वविद्यालय, मीरजापुर

Maa Vindhyavasini University, Mirzapur

Website: <http://mvvu.ac.in>.

e-mail : [reg.mvvu@gmail.com](mailto:reg.mvvu@gmail.com)

## Minor Elective Paper For U.G. Students PROBLEM SOLVING AND CREATIVE THINKING

(Credits : 04)

### Course Objective:

To enable the students:

- Understand the process of problem solving and creative thinking.
- Facilitation and enhancement of skills required for decision-making.

### Course Contents:

#### Module I: Thinking as a tool for Problem Solving

(12 Hours)

- What is thinking: The Mind/Brain/Behavior
- Critical Thinking and Learning:
  - Making Predictions and Reasoning
  - Memory and Critical Thinking
  - Emotions and Critical Thinking
- Thinking skills

#### Module II: Hindrances to Problem Solving Process

(12 Hours)

- Perception
- Expression
- Emotion
- Intellect
- Work environment

#### Module III: Problem Solving

(12 Hours)

- Recognizing and Defining a problem
- Analyzing the problem (potential causes)
- Developing possible alternatives
- Evaluating Solutions
- Resolution of problem
- Implementation
- Barriers to problem solving:
  - Perception
  - Expression
  - Emotion
  - Intellect
  - Work environment

#### Module IV: Plan of Action

(12 Hour)

- Construction of POA
- Monitoring
- Reviewing and analyzing the outcome

#### Module V: Creative Thinking

(12 Hours)

- Definition and meaning of creativity
- The nature of creative thinking
  - Convergent and Divergent thinking
  - Idea generation and evaluation (Brain Storming)
  - Image generation and evaluation
  - Debating
- The six-phase model of Creative Thinking: ICEDIP model

### Suggested Readings:

- Michael Steven: How to be a better problem solver, Kogan Page, New Delhi, 1999
- Geoff Petty: How to be better at creativity; Kogan Page, New Delhi, 1999
- Richard Y. Chang and P. Keith, Kelly: Wheeler Publishing, New Delhi, 1998.
- Phil Lowe Koge Page: Creativity and Problem Solving, New Delhi, 1996
- J William Pfeiffer (ed.) Theories and Models in Applied Behavioural Science, Vol 3, Management (1996); Pfeiffer & Company
- Bensley, Alan D.: Critical Thinking in Psychology – A Unified Skills Approach, (1998), Brooks/Cole Publishing Company.

gandhi

Liranbale

33

11/11

07/09/2021

P. P. P.



Minor Elective Paper For U.G. Students

PERSONAL AND PROFESSIONAL EXCELLENCE

(Credits: 4)

Course Objective:

- Importance of Personal and Professional excellence
- Inculcating the components of excellence

Course Contents:

Module I: Components of Excellence

(12 Hours)

- Personal Excellence:
  - Identifying long-term choices and goals
  - Uncovering the talent, strength & style
- Analyzing choke points in your personal processes by analysis in area of placements, events, seminars, conference, extracurricular activities, projects etc.

Module II: Managing Personal Effectiveness

(12 Hours)

- Setting goals to maintain focus
- Dimensions of personal effectiveness ( self disclosure, openness to feedback and perceptiveness)
- Integration of personal and organizational vision for effectiveness
- A healthy balance of work and play
- Managing Stress creatively and productively

Module III: Personal Success Strategy

(12 Hours)

- Time management
- Handling criticism and interruptions
- Managing difficult people
- Mapping and evaluating the situations
- Identifying long-term goals

Module IV: Personal Positive Growth

(12 Hours)

- Understanding & Developing positive emotions
- Positive approach towards future
- Resilience during loss and challenge

Module V: Professional Success

(12 Hours)

- Building independence & interdependence
- Reducing resistance to change
- Continued reflection (Placements, events, seminars, conferences, projects extracurricular Activities etc.)

Suggested Readings:

- Bates, A. P. and Julian, J.: Sociology - Understanding Social Behaviour
- Dressler, David and Cans, Donald: The Study of Human Interaction
- Raman, A.T. (2003) Knowledge Management: A Resource Book. Excel Books, Delhi.
- Kamalavijayan, D. (2005). Information and Knowledge Management. Macmillan India Ltd. Delhi
- Robbins O.B. Stephen; . Organizational Behaviour

*Shankar*

*Shankar*

*Ram Singh*

*Shankar*

*R.P. Singh*  
07/09/2021