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| **Prowadzący** | Dr Aneta Karasek |
| **Oferta PJO\*** | ~~TAK~~ / NIE\*\* |
| **Oferta PJOE\*** | TAK / ~~NIE\*~~\* |
| **Kierunek, rok, stopień dla PJO (\*obowiązkowe)** |  |
| **Semestr roku 2024/2025** | zimowy / ~~letni\*\*~~ |

\* PJO – przedmiot w języku obcym dla studentów polskich / PJOE – przedmiot w języku obcym dla studentów Erasmus+  
\*\* zostawić właściwe

BASIC INFORMATION ABOUT THE SUBJECT (INDEPENDENT OF THE CYCLE)

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| **Module name** | Interpersonal Communication: A Mindful Approach to Relationships in Workplace |
| **Erasmus code** |  |
| **ISCED code** |  |
| **Language of instruction** | English |
| **Website** |  |
| **Prerequisites** | - |
| **ECTS points hour equivalents** | Contact hours (work with an academic teacher): 30  Total number of hours with an academic teacher: 30  Number of ECTS points with an academic teacher: 3 Non-contact hours (students' own work): 30 Total number of non-contact hours: 30 Number of ECTS points for non-contact hours: 3  Total number of ECTS points for the module: 6 |
| **Educational outcomes verification methods** | Active participation in the classes, preparing an oral presentation and final project. |
| **Description** | The module covers the knowledge of possibilities of improving interpersonal communication and ways of developing practical mindful approaches in the workplace.  The main objectives of the course are:  1. improving interpersonal communication  2. developing a practical, mindful approach to relationships in the workplace  3. learning a wide variety of skills supporting communication at work |
| **Reading list** | 1. J. S. Wrench, N. M. Punyanunt-Carter, K. S. Thweatt, Interpersonal Communication: A Mindful Approach to Relationships, Open SUNY Textbooks, 2020 2. D.A. Whetten, K. S. Cameron, Developing Management Skills, Prentice Hall; 8 edition, 2011 3. A. de Bruin, MINDFULNESS and MEDITATION at University, Verlag, Bielefeld, 2021. 4. J.Keyton, Communication and organizational culture: a key to understanding work experiences, SAGE Publishing, 2011 5. P.Cobley, P.Schulz (Eds.), Theories and models of communication, de Gruyter Mouton, 2013 6. G.Cheney, S. May, D.Munshi (eds.), The Handbook of Communication Ethics, New York: Routledge, 2011 7. N. J. Adler, A. Gundersen, International Dimensions of Organizational Behavior (5th Edition), South-Western College Pub, 2007 8. The 7 Habits of Highly Effective. Powerful Lessons in Personal Change, by Stephen R. Covey, Free Press; Revised edition (November 9, 2004) 9. Primal Leadership by Daniel Goleman, Richard Boyatzis, Annie McKee, Boson: Harvard Business School Press, (2004) 10. Training in Interpersonal Skills by Stephen P.Robbins, (5th Edition), Prentice Hall; 5 edition (May 19, 2008) 11. A. Pressman, Design Thinking: A Guide to Creative Problem Solving for Everyone, Routledge; 1 edition, 2018. 12. T. Brown, J. Wyatt, Design thinking for social innovation.Development Outreach,2010, 12(1), 29-43. 13. D. Goleman, Leadership: The power of emotional intelligence, More Than Sound LLC Northampton MA, 2011 |
| **Educational outcomes** | KNOWLEDGE  1. related to basic principles of human communication  2. related to mindful communication  3. related to storytelling techniques  SKILLS  1. empathic listening skills  2. public presentation  3. managing conflict  ATTITUDES  1. being open to others and understanding differences between people  2. partnership approach to building relationships |
| **Practice** | n/a |

INFORMATION ABOUT CLASSES IN THE CYCLE

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| **Website** |  |
| **Educational outcomes verification methods** | Active class participation, preparing an oral presentation, and final project. |
| **Comments** | - |
| **Reading list** | 1. J. S. Wrench, N. M. Punyanunt-Carter, K. S. Thweatt, Interpersonal Communication: A Mindful Approach to Relationships, Open SUNY Textbooks, 2020 2. D.A. Whetten, K. S. Cameron, Developing Management Skills, Prentice Hall; 8 edition, 2011 3. A. de Bruin, MINDFULNESS and MEDITATION at University, Verlag, Bielefeld, 2021. 4. J.Keyton, Communication and organizational culture: a key to understanding work experiences, SAGE Publishing, 2011 5. P.Cobley, P.Schulz (Eds.), Theories and models of communication, de Gruyter Mouton, 2013 6. G.Cheney, S. May, D.Munshi (eds.), The Handbook of Communication Ethics, New York: Routledge, 2011 7. N. J. Adler, A. Gundersen, International Dimensions of Organizational Behavior (5th Edition), South-Western College Pub, 2007 8. The 7 Habits of Highly Effective. Powerful Lessons in Personal Change, by Stephen R. Covey, Free Press; Revised edition (November 9, 2004) 9. Primal Leadership by Daniel Goleman, Richard Boyatzis, Annie McKee, Boson: Harvard Business School Press, (2004) 10. Training in Interpersonal Skills by Stephen P.Robbins, (5th Edition), Prentice Hall; 5 edition (May 19, 2008) 11. A. Pressman, Design Thinking: A Guide to Creative Problem Solving for Everyone, Routledge; 1 edition, 2018. 12. T. Brown, J. Wyatt, Design thinking for social innovation.Development Outreach,2010, 12(1), 29-43 13. D. Goleman, Leadership: The power of emotional intelligence, More Than Sound LLC Northampton MA, 2011 |
| **Educational outcomes** | KNOWLEDGE  1. related to basic principles of human communication  2. related to mindful communication  3. related to storytelling techniques  SKILLS  1. empathic listening skills  2. public presentation  3. managing conflict  ATTITUDES  1. being open to others and understanding differences between people  2. partnership approach to building relationships |
| **A list of topics** | 1. Basic Principles of Human Communication 2. Communication Competence 3. Understanding Mindful Communication 4. Verbal and Non-verbal elements of communication 5. Self- awareness 6. Emotional Intelligence 7. Empathic listening skills 8. Enhancing Interpersonal Communication Through Storytelling Techniques 9. Managing conflicts in relationships 10. Creative problem solving 11. Interpersonal Relationships at Work 12. Empathy 13. Creating solutions 14. Decision making 15. Presentation Skills |
| **Teaching methods** | Workshop, Case study, problem discussion, learning by doing, design thinking tools, storytelling |
| **Assessment methods** | Class contributions, attendance, oral presentation, final project |