



MASTER COURSE OUTLINE

A. SMGT 1060 Strategies for Personal Effectiveness

B. COURSE DESCRIPTION:

This course focuses on personal excellence through positive attitudes and self-empowerment. It offers techniques and strategies to stay positive and focused in a complex and fast-moving environment. Through a process of personal exploration and growth, students discover insights about behavior and thought processes. Self-improvement strategies will offer students opportunities to develop new skills and gain new perspectives to enhance their personal life and career.

(1 Cr – 1 lect, 0 lab)

C. *Core Theme: Critical Thinking

D. RIVERLAND INSTITUTIONAL LEARNING OUTCOMES:

This course addresses the following Riverland Institutional Learning Outcome(s):

- ☒ ILO 1: critical thinking (*Core Theme Goal 2*)
- ☐ ILO 2: awareness of the larger global community (*Core Theme Goal 7 or 8*)
- ☐ ILO 3: ethical, engaged citizenship (*Core Theme Goal 9 or Goal 10*)
- ☐ ILO 4: communication and collaboration (*Discipline Goal 1 and by any learning outcome(s) involving communication or collaboration*)

E. MAJOR CONTENT AREAS:

- Personal exploration and growth
- Self-improvement strategies

F. GOAL TYPES, OBJECTIVES, AND OUTCOMES:

<u>GOAL</u>	<u>OBJECTIVES</u>	<u>OUTCOMES</u>
* <u>Critical Thinking</u>	Students will be able to imagine and seek out a variety of possible goals, assumptions, interpretations or perspectives which can give alternative meanings or solutions to given situations or problems.	The student will successfully 1. examine the habits and skills of effective and inspirational leaders.

<u>CS</u>	understand skills needed to achieve personal and professional goals and enhance self-leadership.	1. conduct a self-assessment, analyze the results, and use them to create a framework of personal motivators.
<u>CS</u>	understand the value of positive personal and physical changes and assertiveness.	1. interpret physical behaviors and practice appropriate verbal and body language techniques. 2. identify and track a personal and a physical change initiative.
<u>CS</u>	understand strategies for counteracting negativity and doubt.	1. outline the steps to transforming a negative to a positive attitude.
<u>CS</u>	understand the difference between external and natural rewards and the importance for success.	1. differentiate between external and intrinsic (or natural) rewards. 2. explain the importance of rewards in achieving success.

G. SPECIAL INFORMATION:

This course may require use of the Internet, the submission of electronically prepared documents and the use of a course management software program. Students who have a disability and need accommodations should contact Accessibility Services at the beginning of the semester. This information will be made available in alternative format, such as Braille, large print, or current media, upon request.

H. COURSE CODING INFORMATION:

Course Code A/Class Maximum 48; Letter Grade

Revision date: 04/20/11; 09/01/16; 04/02/26

AASC Approval date: 09/20/16; 05/12/26

*These five MnTC Goals have been identified as Riverland Community College Core Themes. Every course in the Riverland Community College curriculum shall meet outcomes from one of these themes.

**These five MnTC Goals have been identified as Riverland Community College Disciplines. Riverland's MnTC courses also shall meet outcomes from a Discipline Area.

NOTE: The Minnesota Transfer Curriculum "10 Goal Areas of Emphasis" are reflected in the five required discipline areas and five core themes noted in the Riverland Community College program of study guide and/or college catalog.

*Riverland Community College Core Themes	MnTC Goal Number
Critical Thinking (CT)	2
Human Diversity (HD)	7A, 7B, 7A/B
Global Perspective (GP)	8
Ethical and Civic Responsibility (EC)	9
People and the Environment (PE)	10

**Riverland Community College Discipline Areas	MnTC Goal Number
Communication (CM)	1
Natural Sciences (NS)	3
Mathematics/Logical Reasoning (MA)	4
History and the Social & Behavioral Sciences (SS)	5
Humanities and Fine Arts (HU)	6