

LESSON PLAN

SUB:- LEADERSHIP & MANAGEMENT SKILLS

BRANCH:- ELECTRICAL ENGG.

SEMESTER:5th

NAME OF FACULTY: - ASHWINI KUMAR SAHU



**GOVERNMENT POLYTECHNIC,
BHADRAK**

SESSION:2026-27

Hod Electrical
HOD (E.E.T.)
G.P. BHADRAK

Academic Co-ordinator
Academic Co-ordinator

Principal
Govt. Polytechnic Bhadrak
Principal
Govt. Polytechnic
Bhadrak

DISCIPLINE ELECTRICAL ENGG	SEMESTER- 5th	NAME OF THE TEACHING FACULTY ASHWINI KUMAR SAHU Sr. Lect.
SUBJECT: LEADERSHIP & MGMT SKILLS	NO. OF DAYS/WEEK CLASS ALLOTTED-45	SEMESTER FROM DATE 01.07.2026 to 05.11.2026
WEEK	CLASS/DAY	THEORY TOPICS
1 ST	01	• Definition of leadership, management
	02	• Leadership theories
	03	• Leadership characteristics
2 ND	04	• Principles of management
	05	• Principles of management
	06	• Managerial functions
3 RD	07	• Managerial functions
	08	• Leader v/s Manager, Leader/Manager traits and character
	09	• Leader v/s Manager, Leader/Manager traits and character
4 TH	10	• Leadership Styles
	11	• Human Resource Management: Meaning, Nature, Objectives, Scope
	12	• Human Resource Management: Meaning, Nature, Objectives, Scope
5 TH	13	• Job & Job analysis
	14	• Staff Development: Need and Objectives of Staff Development, Approaches
	15	• Staff Development: Need and Objectives of Staff Development, Approaches
6 TH	16	• Training & development
	17	• Organizational Development: Components of OD process.

7 TH		
	18	Organizational Development: Components of OD process.
	19	Learning organization
	20	Learning organization
	21	Self-awareness

8 TH	22	• Leadership characteristics, traits
	23	• Leadership skills & abilities
	24	• Emotional intelligence & its components, importance in leadership
9 TH	25	• Emotional intelligence & its components, importance in leadership
	26	• Communication skills for effective leadership, barriers to effective communication, Active Listening, Mindful listening
	27	• Communication skills for effective leadership, barriers to effective communication, Active Listening, Mindful listening
10 TH	28	• Leading & Mentorship – Influencing & mentoring
	29	• Leading & Mentorship – Influencing & mentoring
	30	• Goal setting & leadership
11 TH	31	• Transformative Leadership, vision & envisioning
	32	• Transformative Leadership, vision & envisioning
	33	• Motivational role of leader in people management
12 TH	34	• Motivational role of leader in people management
	35	• Group & team
	36	• Team dynamics
13 TH	37	• Conflict management, strategies in managing conflicts
	38	• Models of change
	39	• Forces driving change
	40	• Change Management – process, goal, importance

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14 TH	41	• Change Management – process, goal, importance
	42	• The process of change happening in an organization
15 TH	43	• The process of change happening in an organization
	44	• Key aspects of leadership in change management – responsibilities of a change leader.
	45	• Key aspects of leadership in change management – responsibilities of a change leader.