

Assumption University
Theodore Maria School of Arts
Department of General Education
Course Outline 1 / 2 0 2 5

Course : GE 2209 The Power of Personality in Leadership
Credit : 3 (3-0-6)
Status : Free Elective
Prerequisite : None
Lecturer : Dr. Archaree P.

GE 2209 The Power of Personality in Leadership

Improvement of one’s self-confidence and self-esteem, think positively towards themselves, effective communication skills, art of storytelling, team working, leadership characteristics, interpersonal relationship skills, business etiquette required in profession and body language for confident leadership

Course Objectives

- 1.To be more aware of external leadership presence and internal leadership qualities
- 2. To be able to apply confidence body language to positively influence others and in every business situation
- 3. To apply business etiquette to connect with people professionally
- 4. To become more reflective of your communication styles for business and social life
- 5. To help improve students’ personality so they can create the great impression

Teaching -Learning Activities:

- 1. Lecture
- 2. Class activities such as: roleplay, simulation and discussion, clip VDO and etc.
- 3. Presentations
- 4. Clip VDO

Course Components and Mark Allocation:

• Attendance	10%
• Grooming leadership	10%
• Art of Body Language presentation	15%
• Dress for success presentation	10%
• Business etiquette a Dining etiquette	10%
• Runway professional	20%
• Final project	25%
Total	<u>100</u>

Class Requirement:

1.Attendance is at least 80% in all online classes. And class participation will combine with your attendance. Students are expected not only to attend class, but also to participate in the learning activities from the beginning until the end of the class.

Evaluation :	80%-100%	=	A
	78%-79%	=	A–
	73%-77%	=	B+
	70%-72%	=	B
	68%-69%	=	B–
	63%-67%	=	C +
	60%-62%	=	C
	58%-59%	=	C –
	50%-57%	=	D
	below 50%	=	W

Textbook:

Complied handouts

Reference:

Littauer, F. (2001). *Personality Plus*. Revised and expanded ed. London: Monarch Book Company. Johnson, D. and Tyler, L. (2013). *Modern Manners*. NY: A Penguin Random House Company. Garcia, N. (2008). *The One Hundred*. NY: HarperCollins Publishers. Alfano, J. (2009). *The New Secret of Style*. NY: Time

Study Plan and Schedule:

<u>Week 1:</u> Introduction - Definition of personality - The importance of personality in life - What personality type you are: doing personality test and discuss the result Who Am I? - Understanding of one’s self-image and self-esteem - Building self-image and self-esteem - How to improve one’s self-image and self-esteem
<u>Week2:</u> Building the first impression , Personality and appearance: Why is grooming important for first impression? - Personal grooming tips for leader
<u>Week3:</u> Introduction to your nonverbal communication - Why is it important to achieve your success? study how to sit, stand, walk and control one’s posture- High power vs Low power
<u>Week4:</u> Body language in daily life 1.1 reading the face 1.2 reading the body 1.3 Evaluating students’ body language -How to use body language to emanate confidence as leader -How to control your body language
<u>Week5:</u> -Body language: - Business etiquette - Business relation - exceed at business and social interaction Quiz : Group role play for business etiquette
<u>Week6:</u> Body language for presentation and negotiation Check your own body language when you are presenting
<u>Week7:</u> Individual Body language for presentation Individual Body language for presentation
<u>Week8:</u> Individual Body language for presentation Individual Body language for presentation

-----NO MIDTERM EXAMINATION-----

<u>Week9:</u> How to influence friends and others - "The art of communication styles" - How to improve social skills and gain confidence in our ability to communicate effectively

Week 10; Getting dress: understand what kind of dress suits one’s personality and body, and how to dress oneself in different social settings Knowing how fashion style - -Understand that your fashion style impacts your personality style
<u>Week 11:</u> - Individual dress presentation - Individual dress presentation
<u>Week 12:</u> Showing leadership skills in a Job Interview - How to prepare the students for interview and how to speak in the public and influence others - Interview tips and technique with expertises
<u>Week 13:</u> Mock up leadership skills in job interview
<u>Week 14:</u> Business etiquette & Table Manners: how to respond or behave in different social settings, how to deal with unexpected problems when appearing in public, as well as table manners Table manner practical
<u>Week 15:</u> Professional runway

No final Examination

LOCATION AND CONTACT INFORMATION GENERAL EDUCATION (GE) office hours are Monday through Friday, 8.30 a.m. – 16.30 p.m. Office Location: CL10 Phone : 02-7832222 Ext.2485 Email Address: general_education@au.edu
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Au VISION 2000

Assumption University of Thailand envisions itself as:

- an international community of scholars,
- enlivened by Christian inspiration,
- engaged in the pursuit of Truth and Knowledge,
- serving human society, especially through the creative use of interdisciplinary approaches and cyber technology.

ENVISIONING Au GRADUATES

Assumption University of Thailand envisions its graduates as :

- healthy and open-minded persons, characterized by personal integrity, an independent mind, and positive thinking,
- professionally competent, willing to exercise responsible leadership for economic progress in a just society,
- able to communicate effectively with people from other nations and to participate in globalization .

Au UNIQUENESS

“An International Catholic University”

Au IDENTITY

- Ethics
- English Proficiency
- Entrepreneurial Spirit

THEODORE MARIA SCHOOL OF ARTS

(www.arts.au.edu)

VISION AND MISSION

Vision

An international community of business communicators in Thailand

Mission

Theodore Maria School of Arts will ensure that: the School will...

1. Enhance business language skills
2. Promote cultural awareness
3. Foster academic networking
4. Encourage ethical standards and practices

TAGLINE

เติมเต็มศิลป์ภาษา พัฒนาศาสตร์ธุรกิจ

Language Education, Business Inspiration

ARTS ORGANIZATIONAL CULTURE: More than faculty, we are family

- Open communication
- Mentoring system
- Dedication
- Caring
- Teamwork
- Commitment
- Resource sharing

Core Values

A = Adaptability

R = Responsibility

T = Togetherness

S = Sustainability

Core Competencies

Employability
Multiculturalism
Internationalization

Quality Assurance Process

Students should understand and apply the Quality Assurance Process in their study. The Plan-Do-Check-Act Cycle (PDCA) provides an easy but effective approach for problem solving and managing change, ensuring that ideas are appropriately tested before the full implementation. It can be used in all sorts of situations and can be clarified as follows:

Plan: Define the current problem, process, and issue and establish objectives and processes required to deliver the desired results.

Do: Implement the plans and new processes developed.

Check: Monitor and evaluate the implemented process by testing the results against the predetermined objectives.

Act: Apply actions necessary for improvement if the results require changes.

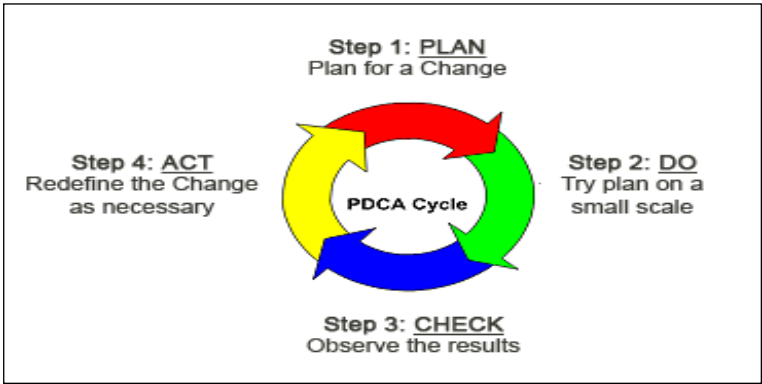


Figure 1: PDCA Cycle (<http://www.swopehealth.org>)

Plagiarism

Plagiarism is a serious academic offence, a serious breach of ethical conduct and is unacceptable student behavior. Students who plagiarize copying words or ideas without acknowledging the original writer of the words or ideas, will face disciplinary action. This will range from receiving an “F” in the subject to university suspension.

**THEODORE MARIA SCHOOL OF ARTS
Advising and Counseling 1/2025**

All Arts students (Business English, Business French, Business Chinese, Business Japanese, and English - Chinese for Digital Communication) must meet with their advisors before they pre-register for the 2/2025 semester. Students who fail to come for their advising and counseling session will not be allowed to register for 2/2025 during the pre-registration period.

Names of advisors for semester 1/2025 will be posted on the faculty website (www.arts.au.edu), at CL 11 and on the Department Boards at SM Bldg. Arts students are required to check their advisors’ names every semester and meet with them before the pre-registration.