

## **Tárgytematika / Course Description** **Project Management and Leadership 2 .**

**KGNB\_MMTA112**

**Tárgyfelelős neve /**

**Teacher's name:** dr. Dőry Tibor

**Félév / Semester:** 2024/25/2

**Beszámolási forma /**

**Assesment:** Folyamatos számonkérés

**Tárgy heti óraszám /**

**Teaching hours(week):** 2/2/2

**Tárgy féléves óraszám /**

**Teaching hours(sem.):** 0/0/0

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### **OKTATÁS CÉLJA / AIM OF THE COURSE**

This course is designed to provide a fundamental introduction to leadership, focusing on the qualities of effective leaders. Emphasis is placed on the practical application of leadership skills. The course will cover various topics, including: Understanding the concept of leadership; Recognizing key leadership traits; Engaging individuals' strengths; Exploring different leadership styles; Developing essential leadership skills; Creating a compelling vision; Establishing a positive team climate; Managing conflict; Addressing ethical considerations in leadership; Overcoming obstacles.

Students will evaluate their own leadership traits and skills to enhance their leadership performance.

The aim of the course is to enable students to collaborate effectively as a team while tackling practical tasks. Specific goals include:

- Successfully applying the project management toolkit
  - Communicating effectively within and outside the team
  - Gaining experience in collecting and analyzing reliable information sources
  - Reaching solutions through constructive debate on the issues presented
  - Documenting the problem-solving process in a clear and professional manner
  - Developing the ability to defend and advocate for their ideas
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### **TANTÁRGY TARTALMA / DESCRIPTION**

1. **week:** Introduction. Expectations. Description of project assignments. Leadership evaluation.
  2. **week:** Leadership Development. What are the features of a good leader? Examples of good leadership styles.
  3. **week:** Basic personal attributes. Personal integrity and reliability. Leading from within: The importance of knowing who you are.
  4. **week:** Body language, speech, international cultural characteristics, etiquette.
  5. **week:** Communication and writing: preparing an executive summary in written and developing presentation skills.
  6. **week:** Presentation: analysis leader roles (case studies or movies)
  7. **week:** Consultation. Negotiation. Conflict and crisis
  8. **week:** Presentation: based on leadership article.
  9. **week:** Diversity and inclusion, importance of psychological safety in a workplace
  10. **week:** Final presentations about the development of the leadership skills.
  11. **week:** Final presentations about the development of the leadership skills.
  12. **week:** Closing and evaluation of the course
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## **SZÁMONKÉRÉSI ÉS ÉRTÉKELÉSI RENDSZERE / ASSESSMENT'S METHOD**

The evaluation of activity during the semester and class participation will be based on participation levels. Successful completion of individual and group activities throughout the semester is required.

1. Presentation: Summarize a journal article and/or a leadership case study related to one of the course topics selected from the provided sources. You will deliver a 10-minute presentation summarizing the article and expressing your own opinion.
2. Group Work: Analyze a case study or movie that demonstrates different leadership styles.
3. Final Presentation: Prepare a presentation based on your personal leadership evaluation.

### **EVALUATION SYSTEM**

Participation in the lectures and consultations is mandatory.

The requirements for obtaining a signature and the evaluation of the semester work are based on the submission of documents and holding the presentation as scheduled.

**1.Presentation on the leadership article/case study (group) – 30 points**

**2.Groupwork – 30 points**

**3.Final Presentation (individual) – 40 points**

Assessment is performed on a scale of five grades. Grades will be determined as follows: 0-59% fail,

60-69% pass,

70-79% satisfactory,

80-89% good,

90-100% excellent

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## **KÖTELEZŐ IRODALOM / OBLIGATORY MATERIAL**

Course material

Whetten, David A. – Cameron Kim S. (2016): Developing Management Skills, Global Edition, 9/E, Pearson

<https://cmls-global.com/wp-content/uploads/2018/02/Developing-Management-Skills-for-Decisions-Making.pdf>

Robbins, Stephen P. – DeCenzo, David A. – Coulter, Mary (2015): Fundamentals of Management (Essentials Concepts and Applications). 9th edition; PEARSON. Global Edition

Henry Mintzberg: Bedtime stories for managers, Berrett Koehler Publ Inc., 2019

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## **AJÁNLOTT IRODALOM / RECOMMENDED MATERIAL**