

Module Handbook

TUK MODHB Homepage

Course WIW-HRMOB-SSK-K-7

Exercise course: Soft Skills – Train the Trainer (2U, 3.0 LP, AUSL)

Course Type

SWS	Type	Course Form	CP (Effort)	Presence-Time / Self-Study
2	U		3.0 CP	30 h 60 h
(2U)			3.0 CP	30 h 60 h

Basedata

SWS	2U
CP, Effort	3.0 CP = 90 h
Position of the semester	1 Sem. in WiSe/SuSe
Level	[7] Master (Advanced)
Language	[DE] German
Lecturers	Rabl, Tanja, Prof. Dr. (PROF DEPT: WIW)
Area of study	[WIW-HRMOB] Human Resource Management, Leadership, and Organization
Lifecycle-State	[AUSL] Phase-out period

Notice

In the summer term 2020, there will be no structured application and selection process any more! <https://hrmob.wiwi.uni-kl.de/studium/lehrprogramm-master/soft-skills-train-the-trainer/>.

Contents

Exercise course: Soft Skills – Train the Trainer (start in winter term; depending on capacity, training practice optionally in the following summer term and/or the following winter term)

Students acquire soft skills that are relevant for professional practice. They receive a free of charge four-day trainer education, in which they are taught competencies in one of four topics (i.e., Conflict Management, Moderation Techniques, Presentation Techniques, or Self and Time Management) and trainer competencies. Following the trainer education, they put into practice what they have learned and gain training experience in leading soft skills trainings for bachelor students.

The module can be started with each of the courses.

Literature

- Flume, P. (2005). *Karrierefaktor Rhetorik*. Freiburg: Haufe.
- Kleber, K., Schrader, E. & Straub, W. G. (2006). *Moderations-Methode. Das Standardwerk* (3. Aufl.). Hamburg: Windmühle.
- Lipp, U. & Will, H. (2008). *Das große Workshop-Buch: Konzeption, Inszenierung und Moderation von Klausuren, Besprechungen und Seminaren* (8. Aufl.). Weinheim: Beltz.
- Rimser, M. (Hrsg.) (2009). *Skills für Trainer Version 2.0: Arbeitshandbuch für Ausbilder, Trainer und Dozenten* (2. Aufl.). Münster: Books on Demand.

Materials

- OLAT course
- Lecture notes with references
- Direction and dramaturgy notes
- Training material

Requirements for attendance (informal)

None

Requirements for attendance (formal)

None

References to Course [WIW-HRMOB-SSK-K-7]

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