

Module Handbook

TUK MODHB Homepage

Course WIW-INT-SZM-K-1

Self and Time Management (2S, 2.0 LP, AUSL)

Course Type

| SWS | Type | Course Form | CP (Effort) | Presence-Time / Self-Study |
|------|------|-------------|-------------|----------------------------|
| 2 | S | | 2.0 CP | 30 h 30 h |
| (2S) | | | 2.0 CP | 30 h 30 h |

Basedata

| | |
|--------------------------|---|
| SWS | 2S |
| CP, Effort | 2.0 CP = 60 h |
| Position of the semester | 1 Sem. in WiSe/SuSe |
| Level | [1] Bachelor (General) |
| 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 |

Contents

Self and Time Management:

In this course, students learn to

- evaluate the opportunities and limitations of different self and time management techniques;
- purposefully select, prepare, and successfully apply different self and time management techniques.

Literature

- Bock, P. (2007). Die Kunst, seine Berufung zu finden (4. Aufl.). Frankfurt am Main: Fischer.
- Miedaner, T. (2019). Coach dich selbst, sonst coacht dich keiner (18. Aufl.). München: mvg.

Requirements for attendance (informal)

None

Requirements for attendance (formal)

None

References to Course [WIW-INT-SZM-K-1]

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