

**FACULTY OF SOCIETY AND SCIENCE
STUDY COURSE DESCRIPTION**

Course Title:	Self-leadership				
Course code (LAIS):	<i>The course will be registered after receiving the license</i>				
Study programme:	Tourism Competitiveness Management				
Level of Study programme:	<input type="checkbox"/>	1st level professional higher education			
	<input type="checkbox"/>	Professional Bachelor			
	<input type="checkbox"/>	Professional Master			
	<input checked="" type="checkbox"/>	Academic Master			
	<input type="checkbox"/>	PhD level			
Type of Study programme:	<input checked="" type="checkbox"/>	Compulsory course (Part A)			
	<input type="checkbox"/>	Professional specialization courses (Part B, compulsory)			
	<input type="checkbox"/>	Professional specialization optional courses (Part B, optional)			
	<input type="checkbox"/>	Elective courses (Part C)			
Course Workload:	Credits	ECTS	Academic hours	Contact hours	Independent work hours
	3	4	100	32	68
Course Author/ Tutor:	Agita Šmitiņa, Dr.sc.administr.				
	Assistant professor				
	<u>e-mail</u> : agita.smitina@va.lv				
	Consultation: according to the schedule for each semester				
Study Form:	Full time studies, online course				
Study year, semester:	Year 1, Semester 1				
Language:	English or Latvian				
Prerequisites for the Course:	None				
Course Summary:	<p>The aim of the course is to provide comprehensive knowledge of self-management and self-leadership, as well as train students to use different self-management and self-leadership tools, such as stress management and mindfulness and apply these into work and study environment. By developing skills for self-mastery, student learns to develop and analyse one's competences as a leader and to respond instead of reacting. Student understands and plans the process of self-leadership for personal and leadership development. Student analyses the development process from an expert into a leader. Student analyses individual's role in organizational changes.</p>				
	<p>Keywords: Self-awareness, self-aware leader, self-confidence, self-efficacy, wellbeing at work, resilience, employee and organizational citizenship skills, entrepreneurial mindset, leadership development, emotional intelligence in hospitality industry, positive psychology, job crafting.</p>				
Study course methods:	Lectures, workshops, work with literature, self-leadership evaluation, individual and group works, discussions.				
Assessment:	Cumulative assessment approach is used that represents student's work and documents one's performance during the duration of the course. There are 3 assignments (2 individually completed and one pair assignment). All assignments are graded numeric. Study assignments:				
	AS1. Different approaches to understanding oneself and for self-leadership. (Individual assignment, assignment forms 15% of the final grade.)				
	AS2. I and master studies (individual assignment, assignment forms 25% of the final grade.)				
	AS3. Leader leading oneself (pair assignment, presentation 20% and final essay 40% of the final grade)				
Requirements for Credits:					

	<p>1. Students should complete all given assignments (two individual assignments and one group assignment). Work must be retained until the answer / assessment has been received.</p> <p>2. Positive evaluation of all three assignments should be received.</p> <p>If the student does not fulfill the conditions set for obtaining a positive evaluation, the course must be retaken in its entirety the next time;</p> <p>- Participation in the course will be evaluated in a 10-point system, taking into account the following criteria:</p> <p>With distinction (10) – knowledge, skills and competence in self-management and leadership and the ability to use various tools for the development of these abilities exceed the specified requirements;</p> <p>excellent (9) – knowledge, skills and competence in self-management and leadership and the ability to use various tools for the development of these abilities fully meet the specified requirements;</p> <p>very good (8) – requirements are fully met, however, in some questions about self-management, leadership, work environment, there is not enough deep understanding to use the knowledge independently in solving more complex problems;</p> <p>good (7) – in general, the requirements are fulfilled, however, sometimes there are not enough skills to use independently in the matters of self-management, leadership, work environment and various support tools;</p> <p>almost good (6) – the requirements are met, however, an insufficiently deep understanding of certain aspects of self-management, leadership and the work environment, as well as the inability to use the acquired knowledge and support tools;</p> <p>sufficient (5) – generally requirements are met, however, in several questions about self-management, leadership, work environment and support tools, the understanding of their application is limited, an inability to understand problems and use the acquired knowledge;</p> <p>almost sufficient (4) – in general the requirements have been met, in some crucial questions about various aspects of self-management, leadership, the work environment, the understanding is limited, there are also significant difficulties in the practical use of the acquired knowledge and support tools</p> <p>poor (3) – knowledge of course topics is superficial and incomplete, the student is unable to use them in specific situations;</p> <p>very poor (2) – there is superficial knowledge, very limited understanding of the basic issues of the course, most of the requirements are not met;</p> <p>extremely poor (1) – there is no understanding of the basic problems of the course and related issues, there is almost no knowledge of the topics covered in the course.</p>	
Abiding by the Academic Ethics	<p>Students must abide by the academic and research ethics, incl.:</p> <ul style="list-style-type: none"> - study papers must be independently developed; - the study work should reference all statements, ideas and data used that have been authored by someone else; - appropriate data acquisition methods should be used in the acquisition of data, the research ethics must be respected, empirical data must be collected independently and cannot be distorted or falsified; - the examination must be carried out by the student independently, without the use of supporting materials and/or consultations with other students, unless the lecturer states otherwise. 	
Learning Outcomes; the evaluation methods and criteria	Learning Outcomes	The evaluation methods and criteria
	Knowledge	
	Knowledge of individual's role in organizational changes.	Written assignment (AS3).
	Knowledge of concept of self-awareness in work and study environment.	Written assignment (AS2).
Understanding concepts such as “me, myself and I” in the leadership context.	Written assignment (AS2).	

	Skills	
	Skills to acquire and apply different tools for stress management and mindfulness into work and study environment.	Written assignment (AS1).
	Skills to planning the path from expert to a leader.	Written assignment (AS3).
	Competency	
	Improved entrepreneurial mindset.	Written assignment (AS2).
	Competence to understand and plan the process of self-leadership for personal and leadership development.	Written assignment and presentation (AS3). Pair-assignment, peer-review and peer-assessment.
	Competence to analyse individual's role in organizational changes.	Written assignment (AS2).
Course Compulsory literature:	<p>Alves, J.C., Lovelace, K.J., Manz, C.C., Matsypura, D. Toyasaki, F. & Ke, K. 2006. A cross-cultural perspective of self-leadership. <i>Journal of Managerial Psychology</i>, Vol. 21(4), 338–359.</p> <p>Bligh, M.C., Pearce, C. L. & Kohles, J.C. 2006. The importance of self and shared leadership in team based knowledge work: a meso-level model of leadership dynamics. <i>Journal of Managerial Psychology</i>, Vol. 21(4), 296–318.</p> <p>Carmeli, A., Meitar, R. & Weisberg, J. 2006. Self-leadership skills and innovative behavior at work. <i>International Journal of Man power</i>, Vol. 27(1), 75–90.</p> <p>Houghton, J.D. & DiLiello, T.C. 2006. Maximizing organizational leadership capacity for the future: toward a model of self-leadership, innovation and creativity. <i>Journal of Managerial Psychology</i>, Vol. 21(4), 319–337.</p> <p>Levy, S. M., Allen, S. J., & Haber-Curran, P. (2015). <i>Emotionally intelligent leadershi : A guide for students</i>. (2nd ed.). San Francisco, California: Jossey-Bass.</p> <p>Neck, C.p. & Houghton, J.D. 2006. Two decades of self-leadership theory and research: past developments, present trends and future possibilities. <i>Journal of Managerial Psychology</i>, Vol. 21(4), 270–295.</p> <p>Yun, S., Cox, J. & Sims, H.P. 2006. The forgotten follower: a contingency model of leadership and follower self-leadership. <i>Journal of Managerial Psychology</i>, Vol. 21(4), 374–388.</p>	
Course additional literature:	<p>Frankl, V.E. 2010. <i>Feeling of Meaninglessness: A Challenge to Psychotherapy and Philosophy</i>. Milwaukee: Marquette University Press.</p> <p>Iderhof, J. & Niemantsverdriet, J.W. 2017. <i>Scientific Leadership</i>. Berlin: De Gruyter, Inc.</p> <p>Komives, S.R., Lucas, N. & McMahon, T.R. 2013. <i>Exploring Leadership: For College Students Who Want to Make a Difference</i>. New York: John Wiley & Sons, Inc.</p> <p>Levy, S. M., Allen, S. J., & Haber-Curran, P. 2015. <i>Emotionally intelligent leadership for students : Student workbook</i>. (2nd ed.). San Francisco, California: Jossey-Bass.</p> <p>Pattakos, A. 2007. <i>Prisoners of Our Thoughts: Viktor Frankl's Principles for Discovering Meaning in Life and Work</i>. Williston: Berrett-Koehler Publishers, Inc.</p> <p>Provitera, M.J. 2012. <i>Mastering Self-Motivation: Bringing Together the Academic and Popular Literature</i>. New York: Business Expert Press.</p> <p>Salicru, S. 2017. <i>Leadership Results: How to Create Adaptive Leaders and High-Performing Organisations for an Uncertain World</i>. Milton, QLD: John Wiley & Sons, Inc.</p>	

Course confirmation date:	12.05.2021.
Date of course description update:	-

Study Course Plan:

Date*	Theme	Academic hours		Study Form/ Organization of independent work of students and task description
		Contact hours	Independent work hours	
1	Self-awareness, self-efficacy, self-motivation. Insights Discovery -profile.	4	5	Lecture and workshop, training, First assignment explained.
2	Mindfulness and self-mastery, entrepreneurial mindset, resilience.	4	5	Lecture, training. Second assignment explained.
3	Self-aware leader, employee and organizational citizenship skills, leadership development.	5	10	Lecture. Discussion. Third assignment explained.
4	Well-being at work, job crafting.	7	10	Lecture. Discussion.
5	Positive psychology.	4	16	Lecture. Guest lecture. Discussion.
6	Emotional intelligence in hospitality industry.	6	10	Lecture, workshop, discussion.
7	Presentations regarding assignment 3.	6	28	Lecture, student workshops.
Hours total:		32	68	

*The date is specified before the implementation of the course.