Subject: TEAMWORK SKILLS DEVELOPMENT	Neptun code: AMETS0KBNE	Weekly hours: e-learning course 0 lectures+2 seminar+0 lab
Credit: 3 Requirement: mid-year degree	Prerequisits: -	
Lecturer: Dr. Pogatsnik Monika	Position: associate professor	Institute name: Óbudai Egyetem Alba Regia Műszaki Kar, Mérnöki Intézet

Assessment and verification procedures: Online tests and homeworks
Material:

Goal

As machines can perform an increasing range and variety of tasks, individuals will need to develop the skills that humans excel at, such as social-emotional skills or creativity. While the importance of social-emotional skills will increase in the future job market, they are highly valued by employers at present, too. Motivation to perform, good communications skills, the ability to work in a team, flexibility/adaptability are frequently mentioned among the required skills of the optimal applicant. However, except for jobs requiring a high level of specific technical knowledge, employers often focus more on cheerful attitudes and soft skills as they treat these skills as less trainable. They also have less capacity to develop these skills in their employers.

In the framework of our innovative OPENSEL project, partners from Hungary, the Netherlands, and Malta collaborate to create three Massive Open Online Courses (MOOC) for higher education students developing social-emotional skills that are highly relevant for employability: presentation skills, teamwork skills, stress management skills.

The teamwork skills development MOOC (IO2) will cover topics such as: listening to the other person and taking the other's perspective, communicating effectively/assertively, ability to adhere to group norms/rules, conflict resolution techniques and approaches.

Topics

1. Teamwork / Individual work / Collaboration
2. Stages of team development
3. Conflict management
4. Team dynamics
5. Social Skills
6. Effective communication
7. Feedback
8. Leadership
9. Brainstorming
10. Types of teams and their specialities
11. Virtual teams
12. Pitfalls

Competences:
Teamwork and Collaboration Competency: Co-operates with team members to resolve problems and achieve goals. Participates in the development of team goals and plans. Supports team members by encouraging participation and listening to other's ideas. Acknowledges other's skills, experience, knowledge, creativity and contributions. Shares information. Addresses conflicts within the group without the help from the team leader. Makes contributions that are valued by team members.

Bibliography:
12 Handbooks in the Moodle Course