

St Xavier's University Kolkata

Faculty of Arts & Social Studies

Department of Psychology

Value-Added Course

Course Name: STRATEGIC SELF-MANAGEMENT

Course Coordinator(s): Dr Amrita Choudhary & Dr Payel Mazumder

Credit: 2

No of Hours: 30

Course Outcomes (CO):

CO1: To understand the concept of self-management and its strategic value as well as differentiate between productivity and strategic alignment

CO2: To create a compelling personal/professional vision with aligned, achievable goals using strategic frameworks

CO3: To develop systems to manage time and attention effectively and prioritize high-impact tasks over reactive work

CO4: To understand the importance of emotional intelligence in self-management and learn to manage energy, not just time.

CO5: To strengthen decision-making frameworks and build discipline and break negative behavioural loops

COURSE CONTENT

Modules

Module No.	Module Name	Topic(s)	Description	No. of hours allotted	Marks allotted	Associate CO
1	Basics of Self-Management and Goal Alignment	<ul style="list-style-type: none">• What is Strategic Self-Management?• The Self-Management Pyramid: Awareness → Control → Direction		10		CO1, CO2

		<ul style="list-style-type: none"> • The Cost of Poor Self-Management • SMART and OKR Goal-Setting, Aligning goals with core values 				
2	Emotional Regulation, Energy Management and Priority Management	<ul style="list-style-type: none"> • Emotional Triggers & Self-Regulation Techniques • The Energy Quadrant: Physical, Emotional, Mental, Spiritual • Burnout Prevention and Recovery – Yoga and meditation • Eisenhower Matrix for Prioritization, Avoiding Time Traps and Multitasking myths 		10		CO3, CO4
3	Strategic Decision-Making & Self-Discipline	<ul style="list-style-type: none"> • Strategic vs. Tactical Decisions • Feedback Loops and Self-Coaching • Maintaining Long-Term Strategic Alignment 		10		CO5