

## Module Handbook

<b>Module Name</b>	Success Skill					
<b>Module Level</b>	Higher Diploma					
<b>Code, if applicable</b>	VKD111					
<b>The subtitle, if applicable</b>	-					
<b>Courses, if applicable</b>	-					
<b>Semester(s) in which the module is taught</b>	1 <sup>st</sup> semester					
<b>A person responsible for the module</b>	Fani Eka Nurtjahjo, S.Psi., M.Psi.					
<b>Lecturer</b>	Fani Eka Nurtjahjo, S.Psi., M.Psi.					
<b>Language</b>	Bahasa Indonesia					
<b>Relation to curriculum</b>	Compulsory					
<b>Type of teaching, contact hours</b>	Lecture (face to face teaching, independent study, structured activities/ structured assignments, and exam): 5.6 hours x 16 weeks per semester					
<b>Workload</b>	<b>Total Workload</b>	91 hours; 2 CU				
		Face to face teaching	Independent study	Structured assignments	Training of Success Skill	Exam
	<b>Hours</b>	24	13	13	30	11
<b>Credit Points</b>	2 CU/3.4 ECTS					
<b>Requirements according to the examination regulations</b>	75% minimum requirements of attendance					
<b>Recommended prerequisites</b>	-					
<b>Module objectives/intended learning outcomes</b>	<p>PLO 2: Able to show inclusive worldview engaging global society yet express their own identity of Islam and Indonesia Subject LO: Able to build good relationships in the environment</p> <p>PLO 5: Able to contribute to solving the problem in their work Subject LO: Able to solve problems in the scope of analytical chemistry work</p> <p>PLO 6: Able to accomplish their work, analyze the data and communicate the results effectively with qualified performance Subject LO: Capable of applying (K4) leadership on the scope of work and society</p>					
<b>Content</b>	<ol style="list-style-type: none"> <li>1. Self awareness</li> <li>2. Exploration potential</li> </ol>					

	<ol style="list-style-type: none"> <li>3. Goal setting</li> <li>4. Loyalty and fighting spirit</li> <li>5. Living skills (adaptability)</li> <li>6. Empathic communication</li> </ol> <p>Team work</p>
<b>Study and examination requirements and forms of examination</b>	Mid-term (30%) and final term exams (30%) , assignments (40%)
<b>Media employed</b>	Google classroom, youtube, zoom meeting, google form, google doc
<b>Reading list</b>	<ol style="list-style-type: none"> <li>1. Hamel, Gary dan Prahalad, C.K., 1994, Competing for The Future, Harvard Bussiness School Corporation, Boston</li> <li>2. Suyanto, 2006, 15 Rahasia Mengubah Kegagalan Menjadi Kesuksesan: Smart in Entrepreneur Series, Andi Offset, Yogyakarta</li> <li>3. Suyanto, 2011, Everyone Can Become a Successful Entrepreneur: Smart in Entrepreneur Series, Andi Offset, Yogyakarta</li> <li>4. Vidotto, A.Y., 2014, 22 Leadership Fundamentals: The Door to Success Say Push!, McPherson's Printing Group</li> </ol>