



**COURSE  
SYLLABUS**

# **WARMADDEWA UNIVERSITY**

## ACHIEVING PERSONAL AND PROFESSIONAL SUCCESS

BBF41B06  
International Program



## ACHIEVING PERSONAL AND PROFESSIONAL SUCCESS

5 ECTS

### COURSE DESCRIPTION

This course introduces the tools and techniques for defining and achieving success in your personal and professional life. You'll hear true stories about finding your passion and core values, applying these values to your own life, working well with others, communicating effectively, setting goals and using influence to achieve these goals. You'll also learn how to manage your time efficiently, the importance of work-life balance and why taking care of your mental and physical wellbeing can have a huge effect on your professional success.

### OBJECTIVES

By the end of this course, students should be able to:

- Know what drives them and how to utilize that in life and work.
- Create the perfect work-life balance.
- Identify specific time management tools for personal and professional productivity.
- Set goals and use influence to achieve them.
- Communicate effectively online and in real life.

### LECTURING METHOD

The course will use lectures, exercises, self-diagnostic surveys and case studies to help you discover not only what you want but also how to get it. At the end of the course students will create a personal success plan.

### ASSESSMENT METHOD

Class attendance 10 %,  
Exercises and projects 30 %,  
Mid-term exam 30 %,  
Final case study 30 %

### LECTURERS

Made Bram Sarjana and guest lecturers

## LECTURE TOPICS

Week	Topics
1.	Introduction to the Principles of Personal and Professional Success
2.	Escape Corporate: From Employee to Entrepreneur
3.	10 Steps to Starting Your Own Business
4.	How to Find Your Passion and Core Values?
5.	How to Successfully Build Your Personal Brand?
6.	Soft Skills in Digital Communication – Social Media and Other Digital Marketing Tools
7.	<b>Mid-Term Exam</b>
8.	The Fast Path to Profit and Freedom
9.	Happiness 101 in Life and at Work
10.	How to Be Productive: Work & Life Balance
11.	The Art of Building Billion Dollar Companies
12.	How to Create a Plan for the Life You Want?
13.	<b>Final Case Study Presentation</b>
14.	<b>Final Exam</b>

## WORKLOAD

### ACHIEVING PERSONAL AND PROFESSIONAL SUCCESS

16 weeks

		Weeks per semester																TOTAL hrs
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	
INDEPENDENT WORK	Homework, assignments	2	2	2	2	2	2	2			2	2	2	2	2	2		24
	Workshops	4																4
	Exam preparation							9									10	19
	Company visits, excursions															4		4
	Preparation for presentations and papers		2		2		2				2		2		2			12
	Preparation for class	2	2	2	2	2	2				2	2	2	2	2	2		24
	Follow-up for class	1	1	1	1	1	1				1	1	1	1	1	1		12
	Final essay paper																10	10
	Course evaluation																2	2
	Workshop and Excursion Paper			2													2	4
																	<b>115</b>	
HRS OF EXAMS									2							2	<b>4</b>	
MANDATORY CLASS ATTENDANCE	Class Weekly hrs ~ 4	4	4	4	4	4	4	4			4	4	4	4	4	4	<b>52</b>	
		<b>TOTAL WORKLOAD PER COURSE (HOURS)</b>																<b>171</b>
		<b>TOTAL ECTS</b>																<b>6</b>