

**Western Dakota Technical Institute
800 Mickelson Drive
Rapid City, SD 57703-4018**

Master Syllabus

Course Number: PSYC 103
Course Name: Human Relations in the Workplace
Credits: 3
Contact Hours: 3 Lecture

Course Description: Success in the world of work requires not only the ability to perform according to the requirements of the position, but also the ability to adjust and get along with others. The purpose of the course is to help students grasp the importance of human relations skills in both their personal and career lives. It will introduce students to the skills necessary to create and maintain positive relationships and interactions in the workplace.

Prerequisites: None

Textbook: <http://bookstore.wdt.edu>

Materials: Varies by instructor

Student Learning Outcomes:

- Explain the nature, purpose, and importance of human relations
- Identify ways to improve human relations skills in the areas of self-esteem, conflict resolution, team building, diversity, and stress management
- Create a life plan through identifying goals

Assessment: The core abilities of life skills, communication skills, technology skills, teamwork techniques, social values, and employability will be assessed throughout this course.

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