

Online Certificate Courses

Preparing College Students for the Future of Employment, Entrepreneurship and Artificial Intelligence

SEED–CHEST announces a set of specially designed online certificate courses to help undergraduate Students develop essential competencies required in the rapidly changing world of work and knowledge.

Courses Offered & Course Credits

Ethics, Values and Life Skills	-	2 Credits
Communication Skills	-	4 Credits
Critical Thinking	-	4 Credits

Why These Courses?

- Develop ethical awareness and responsible citizenship.
- Build confidence in speaking, writing, and presenting ideas.
- Strengthen analytical ability and problem-solving skills.
- Prepare students for modern workplaces shaped by AI and technology.
- Support academic success, employability, and leadership development.

Course Highlights

Ethics, Values and Life Skills (2 Credits)

Introduces students to ethical reasoning, integrity, empathy, and social responsibility. The course helps learners develop personal discipline, moral judgement, and life skills necessary for responsible professional and social life.

Communication Skills (4 Credits)

Focuses on developing effective speaking, writing, presentation, and interpersonal communication skills. Students learn to express ideas clearly, participate confidently in discussions, and collaborate effectively with others.

Critical Thinking (4 Credits)

Encourages analytical thinking, questioning of assumptions, evaluation of evidence, and logical decision-making. The course develops independent thinking and creative problem-solving abilities essential for higher education and professional life.

Ideal For: Undergraduate students of colleges across disciplines.

Mode: Online

Online Courses on Ethics, Values & Life Skills

Course -1

Introduction to Ethics – 2 Credits

Module -1: DEFINITION AND MAJOR THEORIES

Unit 1: The definition

Unit 2: Major Theories of Ethics and Brief description of theories

Unit 3: Ethical Framework and Approaches

Unit 4: Key Distinction between Ethics, Morals, and Values

Module - 2: SCOPE OF ETHICS AND ETHICS IN DIFFERENT DISCIPLINES AND PROFESSIONAL ETHICS

Unit 1: Scope **Unit 2:** Scope of Ethics in Different Disciplines

Unit 3: Professional Ethics **Unit 4:** Challenges of Application

Module – 3: ETHICS IN MODERN TIMES

Unit 1: Ethics in Modern Times **Unit 2:** Future Challenges

Course - 2

Introduction To Values – 2 Credits

Module - 1: VALUE ORIENTATION

Unit 1: The Definition **Unit 2:** Norms and Values **Unit 3:** Perennial Values

Module - 2: VALUES IN MODERN SOCIETY

Unit 1: Modernization and Modernity **Unit 2:** The Rationalistic or Liberal Model

Unit 3: The Revivalist or the Orthodox Model **Unit 4:** The Radical or the Revolutionary Model

Module - 3: TYPES OF CONTEMPORARY SOCIETIES

Unit 1: Traditional Societies **Unit 2:** Transitional Societies **Unit 3:** Modern Societies

Unit 4: Post-Modern Societies **Unit 5:** Indian Unity and Diversity Value

Unit 6: UGC Guidelines Value Pravesh 2.0 **Unit 7:** Changing Societies under the Tech. Rev.

Course- 3

LIFE SKILLS- 2Credits: Self Development, Management, Rights & Duties, Personal Safety and Security-

Module - 1: SELF DEVELOPMENT

Unit 1: Emotional Intelligence **Unit 2:** Self-Esteem **Unit 3:** Yoga **Unit 4:** Skills for Quality Life **Unit 5:** The True North Principles **Unit 6:** The Potentiality Of The Four Human Endowments

Module - 2: WORK, HABITS, ENVIRONMENT PROTECTION & FUNDAMENTAL RIGHTS & DUTIES

Unit 1: Work, **Unit 2:** Sense of Duty, **Unit 3:** Habits of Thrift, **Unit 4:** Environment, **Unit 4.1:** Environment Protection Policy, **Unit 5:** Fundamental Rights and Duties of The Citizens

Module - 3: NATIONAL SECURITY, PERSONAL SAFETY AND SECURITY

Unit 1: National Security **Unit 2:** Personal Security **Unit 3:** Body Heat: As Temperatures Rise, Please Add Salt **Unit 3.1:** Prevent Electrical Fires at Home **Unit 3.2:** Security Travel Tips **Unit 3.2.1:** Travel Tips **Unit 4:** Sexual Harassment: What Every Working Woman needs to know **Unit 5:** How Burglars Choose Their Victims **Unit 6:** Ten Ways to Protect Your Home **Unit 7:** Credit Card & Cyber Security Precautions **Unit 7.1:** Negative Impact of Excess use of Mobile Phone **Unit 8:** Prudent Precautions against Terrorism.

IMPORTANT NOTE -

Courses will be offered in collaboration with the institutions. Also, students can directly enroll for the Courses. Certificate will be provided jointly by SEED-CHEST and Collaborating Institute.

CONTACT DETAILS:-

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Online Course on Critical Thinking - Foundations, Skills & Applications for – Students & Professionals

Course Code: 02, Credit Hours: 4 Credits, Course Duration: 1 Semester

Course Overview:

This course aims to develop students' critical thinking skills by encouraging logical reasoning, effective argumentation, and problem-solving. Students will learn to identify fallacies, construct sound arguments, evaluate evidence, and make well-informed decisions in academic, professional, and personal contexts.

Learning Outcomes:

By the end of the course, students will be able to:

- Recognize the key components of critical thinking and logical reasoning.
- Analyse and evaluate arguments for validity, soundness, and clarity.
- Identify common logical fallacies and cognitive biases.
- Construct well-reasoned arguments and communicate them effectively.
- Apply critical thinking skills to solve problems and make decisions in real-world situations.

Course Modules

Module 1: Introduction to Critical Thinking

- Unit 1: Definition and importance of critical thinking
- Unit 2: Critical thinking vs. ordinary thinking
- Unit 3: Characteristics of a critical thinker.

Module 2: Basics of Logic and Reasoning

- Unit 1: Arguments: Premises, conclusions, and structure
- Unit 2: Deductive vs. inductive reasoning
- Unit 3: Evaluating validity and soundness of arguments

Module 3: Identifying and Avoiding Fallacies

- Unit 1: Common logical fallacies: **Unit 1.1:** Ad hominem
- Unit 1.2: Straw man argument
- Unit 1.3: False dichotomy
- Unit 1.4: Slippery slope **Unit 1.5:** Hasty generalization
- Unit 2: How to detect and address fallacies in arguments

Module 4: Cognitive Biases and Critical Thinking

- Unit 1: Understanding cognitive biases: Confirmation bias, anchoring, etc.
- Unit 2: The role of perception, memory, & heuristics in reasoning
- Unit 3: Techniques to mitigate biases in decision-making

Module 5: Critical Reading and Media Analysis

- Unit 1: Evaluating credibility and reliability of sources
- Unit 2: Analysing media, news, and online content for bias and manipulation
- Unit 3: Recognizing fake news and misinformation

Module 6: Argument Construction and Effective Communication

- Unit 1: Structuring arguments: Claims, evidence, and reasoning
- Unit 2: Writing and presenting arguments clearly and persuasively
- Unit 3: Debates and discussions: Techniques for effective argumentation

Module 7: Problem-Solving and Decision-Making

- Unit 1: Strategies for solving complex problems critically
- Unit 2: Decision-making frameworks
- Unit 3: Ethical reasoning and moral decision-making

Module 8: Applications of Critical Thinking

- Unit 1: Applying critical thinking in academics and research
- Unit 2: Critical thinking in professional and workplace settings
- Unit 3: Case studies: Real-world problems requiring critical thinking

Teaching Methods Online: (i) Contents on LMS (ii) Interactive sessions (iii) Group activities, debates, and role-plays (iv) Case studies and analysis (v) Assignments and presentations

Online Assessment Methods: (i) Reading of Modules: 10% (ii) Quizzes/Tests: 20% (iii) Assignments and Essays: 25% (iv) Group Debate/Presentation: 15% (v) Final Exam: 30%

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Online Course on Communication Skills

A 4 Credit Course

8 MODULES COURSE WITH SUB-MODULE UNITS

DURATION: 60 HRS. 6-8 WEEKS



Average Per week self-study 8 Hrs.

and contact /test on Virtual mode 2 Hrs.

Course on Canvas Platform

Virtual Meet on Google Meet platform

Course Over View

This course helps participants develop effective communication strategies for various contexts, improving verbal, non-verbal, written communication, and skills for conflict Resolution, Negotiation techniques, collaboration and effective Teamwork.

Course Objectives

- Develop clear and concise verbal communication.
- Enhance active listening skills.
- Master non-verbal communication techniques (e.g., body language, tone).
- Improve writing skills for reports, emails, and formal documents.
- Overcome barriers to effective communication.
- Build confidence for public speaking and presentations.
- Build skills for Conflict Resolution and Negotiation
- Cultivate interpersonal skills for teamwork and leadership.



Course Modules

Module1: Introduction to Communication

- Understanding the basics of communication.
- Components: Sender, message, receiver, and feedback.
- Barriers to communication and how to overcome them.

Module2: Verbal Communication

- Speaking with clarity and confidence.
- Vocabulary building.
- Formal vs. informal communication.
- Handling difficult conversations.

Module3: Non-Verbal Communication

- Role of body language and facial expressions.
- Reading non-verbal cues.
- Using gestures effectively.

Module4: Listening Skills

- Active listening techniques.
- Empathetic listening.
- Improving concentration and retention.

Module5: Written Communication

- Email and business letter etiquette.
- Writing reports, proposals, and resumes.
- Editing and proofreading skills.

Module6: Public Speaking & Presentations

- Overcoming stage fright.
- Structuring effective presentations.
- Engaging your audience.

Module7: Conflict Resolution & Negotiation

- Dealing with conflicts constructively.
- Persuasion and negotiation techniques.

Module8: Communication in Teams

- Building rapport with colleagues.
- Collaboration and effective teamwork.

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