

**ANNEX B OF CMO NO. 20, SERIES OF 2015  
BACHELOR OF SCIENCE IN MARINE TRANSPORTATION  
COURSE SPECIFICATIONS**

<b>Course Code</b>	:	PERSMAN
<b>Course Descriptive Title</b>	:	Leadership and Teamwork
<b>Course Credits</b>	:	3 units
<b>Lecture Contact Hours per Week</b>	:	3 hours
<b>Laboratory Contact Hours per Week</b>	:	0 hour
<b>Prerequisite</b>	:	n/a
<b>Reference/s</b>	:	<ol style="list-style-type: none"> <li>1. Table A-II/1 of the 1978 STCW Code as amended Function: Controlling the operation of the ship and care for persons on board at the operational level</li> <li>2. IMO Model Course 1.39 &amp; 7.03</li> <li>3. Annex A of CMO No. 20, Series of 2015 (Curriculum Mapping for BSMT)</li> </ol>

COMPETENCE	KNOWLEDGE, UNDERSTANDING AND PROFICIENCY	TOPICS	APPROX HOURS
<p>F3: Controlling the operation of the ship and care for persons on board at the operational level</p> <p>APPLICATION OF LEADERSHIP AND TEAMWORKING SKILLS</p>	<p>Working knowledge of shipboard personnel management and training (3.7.1)</p>	<ol style="list-style-type: none"> <li>1. Introduction</li> <li>2. Organizations of crew, authority structure, responsibilities</li> <li>3. Cultural awareness inherit traits, attitudes and behaviours, cross-cultural communication</li> <li>4. Shipboard situation, informal social structures on board</li> <li>5. Human error, situation awareness, automation awareness, complacency, boredom</li> <li>6. Leadership and teamworking</li> <li>7. Training, structured shipboard training program</li> </ol>	<p>20 hours</p>
	<p>Knowledge of international maritime conventions, recommendations and national legislation (3.7.2)</p>	<ol style="list-style-type: none"> <li>1. International maritime conventions</li> <li>2. Recommendations and national legislation</li> </ol>	
	<p>Ability to apply task and workload management, including (3.7.3)</p> <p><u>.1 planning and coordination</u>            .2 personnel assignment            .3 time and resource constraints            .4 prioritization</p>	<ol style="list-style-type: none"> <li>1. Planning and coordination</li> <li>2. Personnel Assignment</li> <li>3. Human limitations</li> <li>4. Time and resource constraints</li> <li>5. Personal abilities</li> <li>6. Prioritization</li> <li>7. Workloads, rest and fatigue</li> <li>8. Management (leadership) styles</li> <li>9. Challenges and responses</li> </ol>	
	<p>Knowledge and ability to apply effective resource management (3.7.4)</p>	<ol style="list-style-type: none"> <li>1. Effective communication onboard and ashore</li> <li>2. Allocation, assignment and prioritization of resources</li> </ol>	

COMPETENCE	KNOWLEDGE, UNDERSTANDING AND PROFICIENCY	TOPICS	APPROX HOURS
	.1 allocation, assignment and prioritization of resources .2 effective communication onboard and ashore .3 decisions reflect consideration of team experience .4 assertiveness and leadership, including motivation .5 obtaining and maintaining situational awareness	3. Decision making reflecting team experience 4. Assertiveness and leadership, including motivation 5. Obtaining and maintaining situation awareness 6. Appraisal of work performance 7. Short and long term strategies 8.	
	Knowledge and ability to apply decision-making techniques (3.7.5)  .1 situation and risk assessments .2 identify and consider generated options .3 selecting course of action .4 evaluating of outcome effectiveness	1. Situation and risk assessment 2. Identify and consider generated options 3. Selecting course of action 4. Evaluation of outcome effectiveness 5. Decision making and problem solving techniques 6. Authority and assertiveness 7. Judgement 8. Emergency management	
		<b>Total</b>	20