

PRACTICAL BIBLE BAPTIST COLLEGE
COURSE DESCRIPTION

PEOPLE SKILLS 101

Dr. Jeff Owens

1 Credit Hour

Meeting in the Auditorium

Description: All day long, every day, we deal with people. We are constantly interacting with people. Being skilled in people work and people matters is very necessary. Relationships are important, so we need to work on our people skills. This course is the result of a conversation Dr. Owens had with his wise mentor in the early stages of his ministry. He was told that life and ministry success is basically made up of two primary matters... How we get along with God and, secondly, how we get along with people. This course will help people of all ages, all types and all occupations. Our God loves people and so should we. Ask yourself this personal question, "How are my people skills?"

Class Schedule: This class will consist of 13 lessons and 4 tests.

Classes taught in this course:

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| 1) How Are Your People Skills? | 7) Apologizers |
| 2) How Is Your Relationship With Your Self? | 8) Skill With Betrayal |
| 3) Offenders Offending and the Offended | 9) The Skill of Forgiveness |
| 4) Assets and Liabilities | 10) The Skill of Friendship |
| 5) Contention | 11) Patience With People |
| 6) Peacemakers | 12) The Skill of Love |
| | 13) Protecting the Spirit of Man |

Class Requirements

1. TESTS:

We will have four tests.
Each will be of equal value.
Each will be cumulative.

2. NOTES:

You are required to take notes every class period.

3. READING ASSIGNMENT:

Your reading assignment for this class is to read **Genesis chapter 37 – 50** and the book **How Are Your People Skills**, by Dr. Jeff Owens it can be ordered at OwensPublications.com.

It will be due on the day of our final exam.
(There is no late date.)

It is of equal value to your tests (equal to one test grade).

4. OUR GRADING SCALE IS AS FOLLOWS:

100	A+
96-99	A
94-95	A-
92-93	B+
87-91	B
85-86	B-
83-84	C+
77-82	C
75-76	C-
73-74	D+
69-72	D
67-68	D-
0-66	F