

## Career/Major Exploration STSU 1018

### Instructor Information

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### Course Information

**Course Description:** This course offers instruction in self-exploration to help make decisions about career and major options. The course focuses on values and the decision-making process. A systematic examination of the various aspects of career alternatives is presented. Personal awareness will be explored as it relates to career choice.

**Class Meetings:** October 22, 2019 through December 10, 2019; 2 hours per week

**Course Location and Time:** Cil-723, Tuesdays 6:10 PM-8:15 PM

This course is offered as Pass/No Pass

**Credit Hours/Units** 1.0

### Course Objectives:

By the end of the course, a successful student should be able to:

1. Identify their personal, educational, and vocational goals,
2. Identify their interest(s) and value systems and be aware that these change over the span of a lifetime,
3. Identify suitable areas of the world of work,
4. Demonstrate decision-making skills and techniques in terms of career choices, and
5. Demonstrate their ability to gather, analyze, and utilize materials and information in the career planning process.

### Student Learning Outcomes

1. Use decision-making techniques and strategies to explore majors related to career options.
2. Recognize his/her personal values and career options.

### Method of Evaluation (Grades)

200 points possible 139-200 points= Pass 0-138 points= No Pass

Activities: 8 @ 10pts each (80 pts total) 40% of grade

Quizzes: 8 @ 10pts each (80 pts total) 40% of grade

Final: December 10, 2019 (40 pts total) 20% of grade

**Important Dates:**

Last Date to add class: October 22, 2019

Last Date to drop with a refund and drop without a "W": October 29, 2019

Last Date to drop with a "W": November 29, 2019

SCHEDULE	TOPIC & ASSIGNMENTS
WEEK 1	Who Am I? Job Vs. Career Syllabus review Activity Quiz: Chapters 1
WEEK 2	Self-Awareness Activity Quiz: Chapter 2
WEEK 3	Values Activity Quiz: Chapter 3
WEEK 4	Personality & Interests Activity Quiz: Chapter 4
WEEK 5	Skills Activity Quiz: Chapter 5
WEEK 6	Decision Making & Planning Activity Quiz: Chapter 6
WEEK 7	Exploring Career Options Activity Quiz: Chapter 7
WEEK 8	Explain Career and Major Options Activity Quiz: Chapter 8 Wrap-up Final - (40 points)

**Course Policies**

**Late Work Policy: No late work is accepted.** All assignments must be completed by the due date.

**Accommodating Students with Disabilities:** To request academic accommodations due to a disability, please contact the Office of Disability Support Programs and Services (DSPS) located in the Administration Building or call (661) 763-7799. If you receive accommodations, please present a current accommodations card to me as soon as possible.

**Classroom Rules:** Be respectful to your classmates and instructor. Participate in all required portions of this course, as the more you put into it, the more you walk away with.

**Attendance Requirements:** Attendance in this class is once per week. If you fail to participate during Week 1 you may be dropped from the course. Students may be dropped when non-consecutive absences number the equivalent of two weeks of the course or the equivalent amount of time for a short-term class, recorded from the first day of instruction.

(1 week = 1 class meeting)

**Excused Absence(s):** Students will be excused from class to participate in scheduled college activities such as athletics and field trips. Students are responsible for making arrangements in advance to make up the work to be missed.

Students are responsible for officially withdrawing from any class or classes in which they no longer wish to be enrolled. Non-attendance DOES NOT release the student from this responsibility.

**Policy on Academic Honesty:** Taft College students are bound by the Standards of Student Conduct, Policy 5500. In this course, cheating, plagiarism, fraud and/or lying will result in, at a minimum, a grade of "F" for the assignment/project/test with no make-up permitted. Any of these infractions may result in an "F" for the course, suspension, or expulsion from Taft College. All instances of academic dishonesty will be reported to the Vice President of Student Services for disciplinary action.

**Course Repetition and Withdrawal:** Students that have received a course grade of D, F, NP, FW, or W 3 times will not be permitted to take the course again at Taft College. If extenuating circumstances apply, students may petition to enroll in a course the fourth time. For further information, please contact the Counseling Center at 661-763-7748.

**\*Please note: the instructor reserves the right to alter the syllabus as necessary; any changes will be outlined and communicated.**