

FRESHMAN TRANSITION: Career Exploration Syllabus

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Students will study the choices they have for education, careers, and the world of work. The instructor will stress self-knowledge, educational and occupational exploration, and career paths. Students will set goals and develop plans of action. Students will also work on self-esteem, improving communication, identifying leadership qualities, improving their ability to work with others, and setting goals for the future.

Course Goals & Objectives

By the completion of this course the student will be able to: Introduce the career development process including self-awareness, career awareness, career exploration, career preparation, career satisfaction, and transition. Develop and apply the technical competencies and related academic skills that allow for economic independence and career satisfaction. Integrate information from academic and career assessments to begin planning for careers and education/training beyond high school.

Classroom Behavior:

BE SAFE: All students must attend class everyday and come prepared to actively participate in daily activities.

BE RESPECTFUL: All students will respect themselves, their community members and their learning environment.

BE RESPONSIBLE: All students must accept responsibility for themselves and their actions.

Course Requirements:

1. Students must come to class prepared and ready to learn.
2. Communicate and collaborate with classmates, whether in virtual learning or in person.

Late Work:

Late work will be accepted, with the following conditions:

Excused absences: Assignments that were due on the date of absence must be turned in the day you return to school or they become late. Assignments that were assigned on the date of absence will have the same number of days to be completed as non-absent students had. If the revised due date is missed, the work becomes late.

Late work: Students will only be allowed to turn in late assignments during the current 6-week period. Late assignments will be given partial credit.

CHEATING, COPYING AND PLAGIARISM:

Just don't do it!!! Cheating, copying and plagiarizing are forms of dishonesty. Students caught copying will receive a zero for the assignment or test. Allowing someone to copy your completed paper will result in a zero for you as well.

Plagiarism: *to use the words or ideas of another person as if they were your own words or ideas.* Source: <http://www.merriam-webster.com/dictionary/plagiarize> **Do not copy directly from the Internet source and try to turn it in as your own work.** Changing one or two words from an Internet source is still plagiarism. Read the information, process the information, and then rewrite the information in your own words. Students who plagiarize receive a failing grade for that assignment.

Attendance:

Regular attendance is crucial to academic success. If you must be absent due to illness or other issues make sure that you get your missed work and turn it in on time to receive full credit.

Come to class on time!

Grading:

Classwork/Homework: 40% of total grade

Assessments (Test, Projects, etc.): 60% of total grade

All grades will be on a point system and converted to a letter grade for reporting purposes.

A=91-100

B=81-90

C=71-80

D=60-70

F=59 and below

Need Help?

I am available during my Office Hours, please stop by if you need help!