

EDUCATION 1105
Career Development

This is an information sheet only, not the course syllabus.

COURSE DESCRIPTION

Focus on integrating career development into important life choices. Emphasis will be given to helping students learn the skills involved in developing career awareness, making career decisions, and taking career action in a changing work environment. (2 credit hours)

COURSE MATERIALS

The Career Fitness Program: Exercising Your Options, by Sukiennik, Rufman, and Bendat (9th Edition) ISBN- 0135029805

COURSE OUTLINE/EVALUATION

| Assignment Name | Points |
|--------------------------|---------------|
| Syllabus Quiz | 20 |
| Midterm Project | 152 |
| Gathering the Facts | 141 |
| Information Interviewing | 105 |
| Final Project | 90 |
| Journals (16) | 10 each |
| Discussion Board (16) | 10 each |

GRADING SCALE

- A 90 to 100%
- B 80 to 89%
- C 70 to 79%
- D 60 to 69%
- F 59% or below

SATISFACTORY/FAIL OPTION

Students may elect to take a class using a Satisfactory/Fail option by discussing this with the instructor. If a student takes this option, a formal written agreement must be reached by both instructor and student.

INCOMPLETE GRADE POLICY

No incompletes will be given in this course. Please consult the instructor for concerns about your academic performance.