

A. Division: Educational and Student Services Date: January 9, 1991

B. Department: Student Services & Developmental Education New Course:

Revision of Course

Dated: August 11, 1975

C. HUD 142 D. CAREER EXPLORATIONS E. 1.5
Subject & Course No. Descriptive Title Semester/Credits

F. Calendar Description:

This seven week course assists individuals to make informed career choices.

Assessments of personal values, needs, skills, interests and aptitudes are considered; information resources concerning occupations, educational programs, training requirements and future trends are presented. Class discussions and outside readings and research encourage sharing of information and experiences to help individuals consider the many opportunities available to them.

Summary of Revisions:
(Enter date and Section Revised)
e.g. 1982-08-25
Section C,E,F, and R.
1991-01-09
Section F

G. Type of Instruction:	Hrs. Per Week/ Per Semester	H. Course Prerequisites:
Lecture	_____ Hrs.	Nil
Laboratory	<u>1</u> Hrs.	
Seminar	<u>3</u> Hrs.	I. Course Corequisites:
Clinical Experience	_____ Hrs.	J. Courses for which this Course is a Pre-requisite:
Field Experience	_____ Hrs.	
Practicum	_____ Hrs.	
Shop	_____ Hrs.	
Studio	_____ Hrs.	
Student Directed Learning	_____ Hrs.	
Other (Specify)	_____ Hrs.	
Total	<u>4</u> Hrs.	K. Maximum Class Size: 25

L. College Credit Transfer

College Credit Non-Transfer

Non-Credit

M. Transfer Credit: Requested

Granted

(Specify Course Equivalents or Unassigned Credit as Appropriate)

U.B.C.
S.F.U.
U. Vic.
Other

Janet Purrie
Course Designer(s)
[Signature]
Director/Chairperson

[Signature]
Divisional Dean
P.H. Ongus
Registrar

N. Textbooks and Materials to be Purchased by Students (Use Bibliographic Form):

No textbook is required. Students are required to purchase scoring certificates for Interest and Aptitude Inventories through the Douglas College Bookstore

Complete Form with Entries Under the Following Headings: O. Course Objectives; P. Course Content; Q. Method of Instruction; R. Course Evaluation

O. COURSE OBJECTIVES

Students will

1. Improve their awareness of their own life experiences, needs, goals, interests, and skills as they relate to choosing an occupation.
2. Increase their knowledge of occupations, employment trends, educational and training opportunities.
3. Be able to identify several occupational alternatives which can be integrated with a chosen lifestyle and increased self-knowledge.

P. COURSE CONTENT

1. Values and Belief Clarification: Experiential class discussions, self awareness exercises and simulation games help individuals to begin to clarify their life expectations as they relate to a choice of occupation.
2. Interests, Personality Traits and Personnel Needs: Interest and personality inventories and/or questionnaires assist individuals to focus on these areas. Instructor-led discussion and an individual interview with a counsellor will help student interpret results.
3. Academic and Physical Aptitudes: Aptitude and/or achievement test may be used if the instructor and the student agree that results could yield information NOT otherwise obtainable from previous educational training or employment experiences.
4. Significant Life Experiences: Students survey their past and present roles, relationships, employment, leisure activities, education and training and other significant life situations which may yield additional information about occupational potential.
5. Society and Employment Trends: Students are encouraged to examine some of the major changes taking place in our society which affect people's lifestyle and employment opportunities.
6. Occupational Information: Students learn to research occupations and are assisted in integrating this information which self-knowledge and life expectations.

P. COURSE OUTLINE CON'T

7. Educational and Training Opportunities: Information about college, university, technical institute, vocational school, apprenticeship programs and public or private industry programs is made available to students. Assistance is given to student who need help in course planning for any of these programs.
8. Decision-making Strategies: Students will be assisted in selecting appropriate educational and occupational goals.

Q. METHOD OF INSTRUCTION

Some or all of the following methods will be used:

- small group discussions
- class discussions
- lectures
- demonstration of career research skills
- structuring independent learning assignments
- demonstration and coaching of interview skills
- facilitation of self-awareness exercises
- presentation of audio-visual materials

R. COURSE EVALUATION

Due to the experiential nature of the course, attendance is necessary to maximize the learning of the students. Items 1 through 5 are required for the final evaluation. The specific weighing of the items will be determined by the instructor.

1. completion of class exercises
2. completion of a skills resume
3. preparation of a personal summary paper
4. participation in an information interview
5. submission of a weekly journal in which the student records his or her reactions, experiences, and learning as related to the course