Fond du Lac Tribal and Community College
COURSE OUTLINE FORM

Updated 1/21/16

Please return this form to the college vice president of academic affairs and the chairperson of the Academic Affairs and Standards Council (AASC)

1. Prepared by: ________________________________________________

2. Date submitted: ____________________________________________

3. Date approved: __________ Date revised __10/14/14, 12/7/16, 8/21/18________

4. Department/discipline: ___________________________ Career Planning

5. Department(s) endorsement(s): ____________________________________________
   (Signatures of the person(s) providing the endorsement are required.)

6. Course Title: __________________________ Career Explorations

   Abbreviated course title (25 characters or less): __________________________

7. Course Designator: __CAOR__________

8. Course Level: __1005________

9. Number of Credits: Lecture ________1________ Lab________

10. Control Number (on site) ________40________ Control Number (online) _______25____

11. Catalog/Course description:

   Effective career decision-making and life planning requires skills. In this course, students will learn about their interests, values, and abilities, and how these elements are related to a career choice. Techniques for researching occupations will be taught as well as skills for effective decision making and goal setting.

12. Course prerequisite(s) or co-requisite(s): Accuplacer scores/ Other courses

   Prerequisite(s):

   Co-requisite:

13. Course Materials (Recommended course materials and resources. List all that apply, e.g. textbooks, workbooks, study guides, lab manuals, videos, guest lecturers).

   Text that is deemed appropriate by a qualified instructor.

   Video tapes.

14. Course Content (Provide an outline of major topics covered in course)

   1. Career Planning
   2. Career Inventories
   3. Decision Making
   4. Transitions
   5. Values

15. Learning Goals, Outcomes, and Assessment

   At FDLTTC we have 4 Competencies Across the Curriculum (CAC) areas. They are as follows:
A. Information Literacy (the ability to use print and/or non-print tools effectively for the
discovery, acquisition, and evaluation of information)
B. Ability to Communicate (the ability to listen, read, comprehend, and/or deliver
information in a variety of formats.)
C. Problem Solving (the ability to conceptualize, apply, analyze, synthesize, and/or evaluate
information to formulate and solve problems.)
D. Culture (knowledge of Anishinaabe traditions and culture, knowledge of one’s own
traditions and culture, knowledge of others’ traditions and cultures, culture of work,
culture of academic disciplines and/or respect for global diversity.)

Course learning outcomes will fulfill the identified competencies.

Course Learning Outcomes.

Upon completion of this course, the student will be able to:

1. Summarize the results from an online career inventory self-assessment. (A, B)
2. Discuss three different occupations based on their research. (B)
3. Produce a document that summarizes their results from an informational interview. (B)

16. Minnesota Transfer Curriculum (MnTC): If this course fulfills an MnTC goal area, state
the goal area and list the goals and outcomes below:
See www.mntransfer.org

Goal Area(s):__________

Does this course require additional material for specific program requirements?
If yes, please provide.

Updated 01/21/16