

**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 FDLTCC 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](http://www.mntransfer.org)

Goal Area(s): \_\_\_\_\_

Does this course require additional material for specific program requirements?

If yes, please provide.

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