



## MASTER COURSE OUTLINE

Prepared By: Charles Cox

Date: September 2003

## COURSE TITLE

Work-Based Learning Seminar

## GENERAL COURSE INFORMATION

Dept.: AUT

Course Num: 297

(Formerly: )

CIP Code: 47.0604

Intent Code: 21

Program Code: 712

Credits: 1

Total Contact Hrs Per Qtr.: 11

Lecture Hrs: 11

Lab Hrs:

Other Hrs:

Distribution Designation:

## COURSE DESCRIPTION (as it will appear in the catalog)

Feedback and discussion to integrate and relate Work Based Learning and classroom based instruction. Work ethic, leadership, safety and occupational health, environmental issues, and other student generated topics are examined. May be repeated up to six (6) credits.

## PREREQUISITES

Corequisite: Concurrent enrollment in AUT 295

## TEXTBOOK GUIDELINES

None

## COURSE LEARNING OUTCOMES

*Upon successful completion of the course, students should be able to demonstrate the following knowledge or skills:*

1. Discuss work-based learning experience
2. Correlate previous automotive course curriculum as it relates to current work-based experience.
3. Capitalize on employment goals

## INSTITUTIONAL OUTCOMES

IO3 **Human Relations/Workplace Skills:** Students will be able to demonstrate teamwork and/or workplace specific skills related to human relations

## COURSE CONTENT OUTLINE

Each weekly session will encompass discussion of individual experiences and impressions, students will hand in their work journals and attendance forms from the previous week. A weekly seminar topic will also be incorporated. Possible topics include but are not limited to

- Setting and realizing goals
- Creating balance - career and job vs. family; how do I find time for both?
- Attitude - Developing a 'can do personality'
- Time management
- Answers - where to find them

- Creativity - bred by adapting ways around roadblocks
- Self-esteem and employer appreciation
- Responsibility - sometimes means doing the right thing at a cost to yourself
- How to market yourself
- Resumes
- Interviews

**DEPARTMENTAL GUIDELINES** *(optional)*

Course will be graded on a pass/fail basis.

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**DIVISION CHAIR APPROVAL**

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**DATE**